

MICHAEL E. SHORTER

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OBJECTIVE:

To pursue a career that will utilize my leadership, academic and professional resources and enhance the community by promoting effective programs that will produce self sufficient and productive citizens.

EDUCATION:

Nova Southeastern University Fort Lauderdale, Florida
Masters Degree, Educational Leadership, September 2005

Bethune-Cookman College, Daytona Beach, Florida
Bachelor of Arts Degree, Mass Communications with a special emphasis on Marketing, April 1989

WORK

EXPERIENCE:

11/12 – Present **Program Specialist, Title I, Migrant & Special Programs**

Responsible for monitoring the implementation of the Federal Title I grant for 45 or more District Title I Schools. Providing assistance with Title I budgets and State compliance issues.

08/11 – 11/12 **Graduation Coach, Student Services**

Responsible for developing and implementing educational programs that re-engage students who have dropped out or are at risk of dropping out back into diploma seeking activities.

12/05 –06/11 **Curriculum Specialist, Educational Programs Career, Technical, Adult/Community Education (CTACE) Supervisor John Miracola, Director of Career Technical, Adult and Community Education (Reason for leaving: Reduction in Staff)**

Responsible for supervising 6 to 12 staff members and managing the Federal Workforce Investment Act (WIA) Grant. Ultimately accountable for the writing, designing programs and implementing the Workforce Investment Act Grant. Monitor the Department of Labor and the Department of Education for any changes policies and assuring the District met the program deliverables.

8/99 – 12/05 **Workforce Investment Act Grant (WIA) Resource Teacher
The School Board of Broward County, Florida
Supervisor: Davette Conner, Director of School to Career
(Reason for leaving: Advanced my career)**

Coordinated the **A LEAP** (A Learning Earning Activity Project) Student Intern Programs Grant in seven Broward County High Schools. Duties include recruiting economically and academically disadvantaged youth, connecting student worker with employers, creating “Hands-On” experimental training opportunities for program participants, developing SCANS Competencies, providing intensive wrap-around support services, and on-going job development.

08/95 – 06/98 **Chairperson, School Improvement Team (SIT), William Dandy
Middle School, Fort Lauderdale, Florida
William Lyons, Principal**

Created and implemented the School Improvement Plan, presided over meetings, collaborated with stakeholders, and monitored school progress to ensure and track student improvement.

08/92 – 06/98 **Teacher, William Dandy Middle School, Fort Lauderdale, Florida
William Lyons, Principal
(Reason for leaving: Advanced my career)**

Taught regular and accelerated levels Middle Grades Mathematics Curriculum. Designed and used instructional strategies that addressed the diverse learning styles of all students.

09/91 – 06/92 **Teacher, Coral Springs High School, Coral Springs, Florida,
Bruce Wager, Principal
(Ending Salary \$24,000.00)**

Taught Mathematics to students at various levels, grades 9 – 12..

(Reason for leaving: One year position)

SPECIAL TRAINING

Received extensive technology training in Microsoft Office, FileMaker Pro, AppleWorks, iMovie, iPhoto, iCal, iTunes, iDVD, Keynote, Presswriter, PrintShop Deluxe and Avid Cinema.

Received Grant Writing training from the School Board of Broward County's Grants Administration as a member of the Boyd Anderson Innovation Zone Grant Writing Team.

AFFILIATIONS:

Masonic Lodge, Fort Lauderdale, Florida
Kappa Alpha Psi Fraternity Inc., Fort Lauderdale, Florida
Ascension Peace Presbyterian Church Youth Ministry

REFERENCES:

Available upon request.