

**Education**

**M.A. English, 2013**

East Carolina University

**B.S. English, 2008**

East Carolina University

**Present  
Position**

**Associate and ELA Specialist, edCount, LLC**

*2018 – Present*

Contributes to edCount’s organizational objectives through intellectual engagement, and English language arts content expertise. Supports senior-level staff in ELA assessment development, adhering to standards-based and project specific guidelines. Responsibilities include developing and revising assessment materials including item specification documents and test blueprints; developing and revising assessment item types, including multiple-choice, constructed-response, and technology-enhanced items for large-scale summative assessments that are aligned to standards and item specification documents; developing item-specific scoring rubrics and supplemental scoring information; facilitating item writing training workshops to support in the test development process.

**Professional  
Experience**

**Communications Coordinator, Trillium Health Resources**

*2017 – 2018*

Wrote and edited copy for informational and educational print material, media alerts and news releases, internal and external publications reflecting company policies; created content for web videos and social media, clearly explaining healthcare issues; maintained company social media and media presence.

**Brunswick County Schools**

*2015 – 2017*

Served as an ELA curriculum specialist and instructional coach for the district; maintained curriculum and assessments for grades 6-8 in alignment with district and state expectations and standards; guided and collaborated classroom teachers using instructional and classroom management research-based best practices; facilitated district-wide professional developments; analyzed instructional practices through classroom observations and data analysis, providing feedback to improve upon those practices. Served as Project Developer for the district’s 2017 Teacher Academy; managed and oversaw productivity of multiple groups of stakeholders to ensure that project goals were achieved; delegated responsibilities to participants according to skill and strength; monitored workflows and maintained a flexible timeline as needed; handled administrative tasks related to success of project; ensured project was executed according to agreed upon standards and expectations.

**North Carolina Department of Public Instruction**

*2012 – 2017*

Provided support to the North Carolina Department of Public Instruction (NCDPI) in multiple contracted positions. Developed, researched, and wrote curriculum instruction guidelines as a Digital Support Writer; developed lesson plans, provided teachers with formative assessment strategies; collaborated with state leaders to ensure fidelity of all materials to NCDPI

expectations; collaborated with colleagues across the state to ensure vertical and horizontal alignment of standards clarification and lesson plan development. Served the NCDPI as an Academically or Intellectually Gifted (AIG) Common Core Lesson Plan Writer; developed, researched, and wrote lesson plans for NCDPI as part of an initiative to provide a database of exemplar lessons for AIG students; represented grades 10 and 12 in ELA.

**Pender County Schools**

2008 – 2015

High school English teacher utilizing blended learning systems within the classroom to promote effective instruction and student academic success; constructed clear and informative references for student use including syllabi, websites, and progress reports to ensure consistent communication; monitored and reviewed student data to inform instructional practices and to assess student learning; collaborated with colleagues to develop cross-curricular instructional strategies.

**Certifications**

North Carolina Professional Educator’s License, Highly Qualified 9-12 English Language Arts