

Carmen G. Rodriguez



OBJECTIVE

To use the knowledge, education, experience, motivational, and interpersonal skills that I have acquired through many diverse experiences in order to facilitate the development of a growth centered environment through collaborative leadership, best practices and capacity building throughout the organization and beyond.

QUALIFICATIONS

I have broad leadership, administrative and educational/research experience and I am motivated by a desire to help individuals of all ages and skills to develop and reach their potential. I am confident in my ability to incorporate prior experience with new knowledge in order to create an environment that is developmentally effective, cognitively motivating, and intellectually stimulating.

EDUCATION

2011 – 2013	EdS, Education Leadership, Jones International University
2002 - 2004	Masters of Chemistry Education, University of Pennsylvania
1997 - 2002	MEd, Teacher of English as a Second Language, The College of New Jersey
2001 - 2002	Graduate Studies in Biology (non-matriculated), Rutgers, The State University
1991 - 1994	BS, Biological Sciences (major)/Spanish (minor), Rutgers, The State University
1989 - 1990	Biology, Seton Hall University

WORK EXPERIENCE

2018 – Present	Director for Department of Human Services, City of Camden • Restructured department, in order to establish a clear organizational structure based on existing capacity, in order to increase efficiencies and provide a framework for expansion of services at no additional cost to the city. • Reduced the need for overtime through policy changes. • Designed and provided professional development training for staff based on best practices in organizational function so as to improve internal communication, visioning, sharing of resources, ideas and strategies and improve collegiality amongst supervisors and within their units. • Supervised the coordination of city events and programs to modify existing protocol in order to reduce liability and cost while improving outcomes. • Expanded services offered to the community, including emergency services to prevent homelessness, at no cost to the tax payer. • Provided support services during catastrophic emergencies. • Improved access of facilities by the community through collaborations with community partners at no cost to the city. • Oversaw the renovations and update of community centers and city properties. • Oversaw management and permitting for the use of city properties. • Census Coordinator for the City of Camden
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- 2014 - 2018 Special Advisor for Bilingual Engagement, Lead Educator, Bilingual/ESL/World Languages Supervisor, Camden City School District
- Responsible for supervision, support and staff development and
 - Monitored program budget to provide better resources, community outreach, and collaboration with other departments to ensure high quality instruction.
- 2013 – 2014 Principal, The Kingdom Charter School of Leadership, Blackwood, NJ
- Provided instructional leadership through the use of data, formal and informal observations, and human resources management.
 - Establishment of a positive school climate, through responsive communication with stakeholders,
 - Maintained organizational, operational and budget oversight in order to correct budget deficit from prior administration.
- 2009- 2013 Physics and Chemistry Teacher, Medical Arts High School, Camden, NJ 08103
Subjects Taught – AP Chemistry, Physics, Chemistry, Environmental Science
Job requirements - Record keeping, Evaluation, Presentation, Motivation
Established Greenhouse, vegetable garden, rain garden, and Green Initiative
- 2007- 2009 Chemistry Teacher, LEAP Academy Charter School, Camden, NJ 08102
Subjects Taught – Chemistry, Human Genetics, Human Anatomy, ESL
Job requirements - Record keeping, Evaluation, Presentation, Motivation
Collaborating with team, establish ESL program, Teacher Mentor
- 2003 – 2006 Chemistry Teacher, Audubon Jr./Sr. High School, Audubon, NJ 08106
Subjects Taught – Chemistry, Earth Science, Biology
Job requirements - Record keeping, Evaluation, Presentation, Motivation
Additional Paid Duties – Tutor, ESL Workshops
- 1994 - 2003 Bilingual Sciences Teacher, Woodrow Wilson High School, Camden, NJ 08105
Subjects Taught – Bilingual Science, Earth Science, Biology, Chemistry, AP Biology
Job requirements - Record keeping, Evaluation, Presentation, Motivation
Additional Paid Duties - Curriculum writing and School Management Team

ADDITIONAL EXPERIENCE

- 2005 – Present Commissioner/Freeholder, Camden County Board of Commissioners, Liaison to the Dept. of Health and Human Services, the Dept. of Children's Services, Board of Social Services, & Camden County Technical School.
- 2012 – 2013 Intern, City Invincible Charter School
Develop parent support structures and provide administrative support
- Summer 2000/1 Instructor/Tutor, University of Medicine and Dentistry - SOM, Prep Program
Helped prepare pre-med college students for the MCAT.
- Summer 2001 Student evaluator, TIES Summer Institute -Ramapo College
Participated and evaluated Web Quest programs under construction.
- Summer 1995 Teacher Apprentice, Corriel Institute for Medical Research, Summer Program
Assisted research scientist with laboratory research.
- 1993-1994 Waitress, Bennigan's
- 1988-1989 Laboratory Technician, University of Medicine and Dentistry - SOM
Assisted in all cell culturing and karyotyping for clinical diagnostic purposes.

SKILLS

Spanish - English Bilingual
Language Acquisition & Cultural Diversity
Qualitative & Quantitative Research
Leadership and Organization Management Skills
Computer Skills & Laboratory Skills

CERTIFICATES

Principal Certification, Teacher of Physical Science, Biological Sciences, Bilingual Education,
Elementary Education, Certified AP Chemistry Instructor

COMMUNITY INVOLVEMENT

Camden County Board of Social Services, Board Member & Liaison
Camden County Technical Schools, Liaison
Camden County Superintendent, Liaison
Camden Children's Garden, Board Member
Camden County FEMA, co-chair
Camden County Homelessness Trust Fund, Board Member & Liaison
Camden County Code Blue Planning Team
Camden County Covenant for Children Youth and Families, co-chair
Camden County Mental Health Task Force, co-chair
Camden County Opiate Task Force, co-chair

AWARDS/RECOGNITION

Dr. Charles E Brimm Medical Arts High School Teacher of the Year 2012-2013
Legislator of the Year Award, Women Business Leaders of South Jersey
Good Neighbor Award, Red Cross 2010
Humanitarian of the Year Award, CPAC 2007
Outstanding Woman of Achievement Award, Girl Scouts 2006
Boy Scouts Award 2006

REFERENCES FURNISHED UPON REQUEST