

# JIMMIE L. HEAGS

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## **EDUCATION**

**Adler Graduate School** 1/07 – 9/08 School Counseling

**Metropolitan State University** 9/96 – 12/06 Psychology *Individualized*

## **RELATED EXPERIENCE**

**Minnesota Transitions Charter Schools / *MTS Summer Enrichment Program***

PROGRAM DIRECTOR North Minneapolis 6/08 - Current

Responsibilities include:

Overseeing Continual Education Plans for program participants

Strengthening partnership between Boys & Girls Club *Jerry Gamble's* branch and Minnesota Transitions Charter Schools

Processing participants educational benefits forms

Embedding personal/social elements in summer academic programming

Crisis management coordinator /student discipline

Leading staff / managing administrative projects

Coordinated breakfast lunch inventory/maintain daily lunch counts

**Minnesota Transitions Charter Schools / *Multicultural Indigenous Academy***

DEAN OF STUDENTS Downtown St. Paul 01/08 – 06/08

Responsibilities include:

Managed truancy and attendance management

Oversaw student discipline

Consulted with students, families and agencies

Initiated the development of a school counseling program

Acted as building director in absence of the building director

**Minnesota Transitions Charter Schools / *Communications Arts High School***

DEAN OF STUDENTS South Minneapolis 08/03 – 01/08

Responsibilities included:

Taught Wing Tzun kung fu

Managed truancy and attendance

Oversaw student discipline

Consulted with students, families and agencies

Initiated the development of a school counseling program

Acted as building director in the absence of the administrator

**Minnesota Transitions Charter Schools / *Communication Arts High School***

COMMUNITY EXPERT/TEACHER South Minneapolis 07/99 – 08/03

Responsibilities included:

Instructed remedial and personal/social career courses

Coached the first Minnesota Transitions Charter School basketball team

Taught Wing Tzun kung fu classes

Prepared/presented experiential lessons that enabled students to learn academic concepts in curriculum

Participated in appropriate professional development opportunities

## **Skills for Tomorrow Charter School**

EDUCATIONAL ASSISTANT Midway St. Paul 9/97 – 6/99

Responsibilities included:

Counseled student with various personal/social and academic needs

Assisted individuals and small student groups in basic skills development

Performed clerical duties such as preparing instructional materials, checking papers, and recording grades

Co facilitated experiential experiences with physical education teacher

Lead classroom while primary teacher attended other school related functions

Served the as assigned by the building director in the overall administration of the school

## **American Youth Foundation**

CAMP COUNSELOR Merrivista, New Hampshire 6/97 – 6/99

Responsibilities included:

Lead groups through experiential personal/social learning exercises

Taught guidance courses such as interpersonal communications and kung fu

Facilitated social justice classes in community groups as a global curriculum

Conducted leadership development classes with American Youth Foundation curriculum

## **SPECIAL SKILLS**

CPR/First Aide

Restorative Justice Concepts

Love and Logic - Student Discipline Model

Wing Tzun Kung Fu - Certified Instructor

Skyward - Student Management System

Crisis Prevention Institute - Associate Trainer (2002)