

Objective

**University Adjunct Online Faculty Member, CTE High School Teacher,
or Community College Instructor.**

Graduate and Undergraduate College Courses Taught

Business and Employment Law, Management and Leadership, Public Administration, Business Ethics, Human Resource Management, Entrepreneurship, Criminal Justice, Grant and Proposal Writing, Critical Thinking, Marketing, Communications, and Organizational Behavior.

Years of Experience:

- Over twenty years of teaching experience as an adjunct faculty member at the college level, teaching graduate and undergraduate courses.
- Recently cleared a Career Technical Education (CTE) Credential in four pathways.
- Taught in various high school districts as a certificated substitute teacher while completing all required classes in order to "clear" the CTE Credential.

Career Technical Education Teaching Credential: "Preliminary" - Authorized by CTC.

Issuance: 08/03/2022 - Renewal Date: 08/2025. Document Number 220185542 - All online required classes were completed. Approved Industry Career Pathways: 1) Business and Finance; 2) Marketing, Sales, and Service; 3) Public Services; and 4) Education.

Training was through the Orange County Department of Education.

LMS Platforms- Proficient using Canvas, Blackboard, D2L, Moodle, and other proprietary LMS Platforms.

University Teaching Experience

- **Baker College – 2019 to 2022. Main Campus located in Owosso, Michigan. Instructor online.** Courses taught included Employment Law and Human Resources Management for upper-level undergraduate students. *(Baker uses the Canvas Platform.)*
- **Upper Iowa University -2008 to 2019. Main Campus located in Fayette, Iowa. Instructor online.** Taught Business and Employment Law, Business Ethics, Criminal Justice, Public Administration, Grant and Proposal Writing, Entrepreneurship for Small Businesses, and How to Start a 501(c)(3) Non-Profit Organization.
(UIU had been using the Brightspace, Desire 2 Learn (D2L) online platform, following the e-College Platform developed by Prentice Hall.)
- **University of Phoenix - 1998 to 2012. Main Campus - Phoenix, Arizona. Instructor online.** **(Graduate and Undergraduate Classes in Southern California.)** Taught Employment Law, Cyber-Law, Human Resource Management, Business Administration, Business Ethics, Management Theory and Applications, Communication Techniques, Leadership, Marketing, and Organizational Behavior. *(UOP had been using a proprietary platform.)*
- **University of Redlands - 1999 to 2006**
(Graduate and Undergraduate Business.)
Orange County Campus - Taught Business and Employment Law.



Lorman Education Services-2017 to 2019.

Past Webinars:

- ***Business Ethics in the Workplace.*** Presented "live" and "on demand" - September 2019.
- ***California Leave of Absences.*** Legal Webinar presented "live" and "on demand" - December 2017. All legal webinars were specifically designed for Human Resource Directors, Attorneys, Accountants, and other professionals needing Continuing Education Units (CEU).
All Lorman webinars, whether "live "or "on demand," were approved for CEU.

Lorman Education Services - 2003 to 2004 (One-day Seminars at the Embassy Suites.)

Training for professionals included online seminars, webinars, and audio conferences.

- Developed and presented legal seminars for Professionals in Southern California.
- Keynote Speaker presenting California Employment and Federal Labor Laws.
- Topics included FMLA; ADA; and California Workers' Compensation.
- Designed and presented legal training materials that were marketed under Lorman's organizational name.

Additional Educational Experience

Substitute teaching part-time while completing and clearing the CTE Credential online in four industries and several pathways - 2020 to 2025 (Part-time.)

- Fallbrook Union High School District
- Vista Unified School District
- Bonsall Unified School District
- Springs Charter Schools
- Murrieta Valley Unified School District

Real Estate Experience

- **California DRE Sales Agent - License Number: 02025802**
Originally issued October 2017. Recently Renewed in 2025-Valid Until 2029.
 - **AARE Real Estate-March 2019 to 2023 (part-time)**
Residential and Commercial Real Property Transactions and Property Management in the Inland Empire.
 - **Chase Pacific Property Management - April 2018 to December 2018.**
Marketing and building business relationships with property owners. Worked with owners, tenants, and vendors in San Diego and Riverside Counties.
 - Developed Workshops for Landlords, Property Managers, and Real Property Investors.
All events were held at the **Temecula Valley Entrepreneurs Exchange Center.**

- **HRM Specialist -2003 to 2020 (Director and Corporate Training.)**

The organization developed training workshops and classes for human resource managers throughout Southern California. Our conferences and webinars were designed for small to medium-sized businesses. Specialization focused on the development of team productivity and building improved business relationships. Our organization incorporated motivational techniques through the use of transformational leadership. Legal Compliance for Businesses was also taught, which incorporated the enforcement of organizational policies.

- **Gralnick & Company -1998 to 2002 (Owner and Project Manager.)**

Joint-ventured with three other businesses; responsible for the enforcement of state and federal wage-and-hour laws while working with a major transportation company in Los Angeles, which required implementation of (EEO)utilization and compliance with legally mandated labor codes.

Additional Responsibilities:

- Facilitated labor-law workshops for managers and supervisors who were responsible for keeping accurate employment records, for maintaining EEOC utilization reports, and complying with Cal-OSHA.
- Conducted Employment Law training on Public Works Projects in the City of Los Angeles.
- Focused on California's prevailing wage laws, which is part of the California mandated labor compliance codes.

Formal Education

- Ventura College of Law, Ventura, California - Doctor of Jurisprudence, J.D. (Law)
- California State University, Long Beach - M.P.A. (Public Administration.)
- University of California, Los Angeles – B.A. (Fine Arts with a minor in Education.)

Credentials and Licenses

- California Community Colleges – Lifetime Credential- Subject Matter:(Public Services and Administration.) License No.206113
- California CTE Credential - "Cleared"- Business and Finance; Marketing, Sales and Service; Public Services; and Education; Issued 8-3-2022 through 9-1-2025. Document Number: 220185542
- California Department of Real Estate – (Sales Agent- License No.02025802) Renewed Date:5/2024.
- California Commission on Teacher Credentialing – (30-Day Substitute Permit No.220005598.) 4/1/2025

Proficient Using Adobe Acrobat, Adobe Dreamweaver, and Microsoft Office Suite.