



# CAROLINE BROOKS

[WWW.CAROLINEBROOKS.ORG](http://WWW.CAROLINEBROOKS.ORG)



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## PROFILE

I am an enthusiastic, committed educator with innate ability to understand and motivate students. I continually strive to build self-esteem and encourage understanding of cultural diversity, gender differences, physical limitations and learning ability. I am committed to creating a classroom atmosphere that is stimulating and encouraging. I have outstanding interpersonal skills and have dealt with a broad diversity of educational professionals, students and parents. I have a demonstrated ability to creatively interpret abstract concepts, foster student creativity, curiosity and self-confidence, and identify and promote the talents of others.



## EDUCATION AND EXPERIENCE

- 2011 **PhD, ABD Technical Discourse, East Carolina University**
- 2002 **MS Technical Discourse, North Carolina State University**
- 1998 **BA Psychology & Art History, University of North Carolina**

2017

### Adjunct Lecturer

Developed syllabus and overall course structure and administered all grades for Introduction to Literature coursework and English Composition coursework.

2004 - 2011

### Adjunct Lecturer

Developed syllabus and overall course structure and administered all grades for courses including English Composition and Business Communication at the undergraduate and graduate levels.

2000 - 2004

### Web Developer

Managed website development processes from architectural and functional design concept, including page authoring. Created online gateway to facilitate congregational



## SKILLS

- Microsoft Office ●●●●●●●●●●●●●●●●
- Web Development ●●●●●●●●●●●●●●●●
- Grant Writing ●●●●●●●●●●●●●●●●
- Adobe Acrobat ●●●●●●●●●●●●●●●●
- Adobe Dreamweaver ●●●●●●●●●●●●●●●●
- Adobe Fireworks ●●●●●●●●●●●●●●●●