TABITHA A. SMITH, Ed.D.

OBJECTIVE: To use the skills, knowledge and experience, I have gained through tertiary study

and work experience to educate and provide students with the necessary learning

they require to develop in today's society.

EDUCATION:

August 2009 Doctorate of Education

Organizational Leadership (Early Childhood Education – minor)

Nova Southeastern University, Fort Lauderdale, FL, 33301

May 1996 Master of Science in Biology Education

Alcorn State University, Alcorn State, MS, 39096

May 2009 Master of Science in Guidance Education

Alcorn State University, Alcorn State, MS, 39096

May 2007 Master of Science in Early Childhood

Alcorn State University, Alcorn State, MS, 39096

May 1995 Bachelor of Science in Biology Education

Alcorn State University, Alcorn State, MS, 39096

May 1991 Associate of Arts in General Biology

Coahoma Community College, Clarkdale, MS, 39614

WORK EXPERIENCE:

8/2009-Present Alcorn State University, Alcorn State, MS 39096

Assistant Professor in the Department of Education & Psychology

Advise students in the General Studies Program. Prepare syllabi and foster critical and creative thinking skills in courses to students on the graduate and undergraduate level. Serve on faculty panels or in administrative roles in the department or act as consultants with local organizations, government agencies.

8/2008 –8/2009 Alcorn State University, Alcorn State, MS 39096

Director of Curriculum Resource Center/Instructor

Serves as Curriculum Center Resource Assessor

Conducts Inventory Audit for the Curriculum Resource Center

Instructor of undergraduate technology courses

Assists the department chair with departmental duties Serves as substitute instructor for faculty attending

conferences and meetings, etc.

Attends department/school faculty meetings

Serves on departmental, school, university and state committees

Assists in curriculum development and revision

Participates in P-12 Site Visitation and Evaluations of candidate, interns, and practicum students in the Department of Education

Participates in P-12 Visitation for Mississippi Teacher Fellowship Intern

Program, Serves as advisor to students in the General Studies Program

8/2002 – 8/2008 Alcorn State University, Alcorn State, MS 39096

Administrative Assistant-Department of Education and Psychology

Made travel arrangements

Arranged and selected class schedule/rooms

Filed, faxed, retrieved departmental materials

Created/edited reports

Handled multiple priorities/assignments under short deadlines

Prepared statistical reports Drafted correspondences

Assisted in the development of departmental brochures/newsletters

MEMBERSHIPS

Phi Delta Kappa

Mississippi Early Childhood Association

National Association for the Education of Young Children(NAEYC)

Southern Early Childhood Association (SECA)

Alpha Kappa Alpha Sorority, Inc. – Advisor (Gamma Phi)

Member/Usher-First Baptist Church, Port Gibson, MS

HONORS AND AWARDS

Recipient, Gold & Silver Awards, Girl Scouts of America

Piano Music Award

Selected as Wider Opportunity Participant, Wyoming-Canada-Tennessee Girl Scout Council

Judge A.W. Watson Reading Fair

Workshop Presenter- Dealing with Difficult Children and Staff; How to Deal with an Out-of-Control Individual

References Available Upon Request.