

Allen Wilbon III

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Executive Profile:

Highly skilled, student-centered, and results-oriented professional seeks a senior level position in higher education administration where decisions are obtain by data and institutional priorities, which include student engagement and student learning outcomes.

Skilled Highlights:

- Leadership
- Communication
- Customer Service
- Budget/Project Planning
- Teaching
- Management
- Coaching/Training
- Counseling and Problem Solving
- Student Engagement and High Impact Practices

Professional Experience:

Head Resident of Housing/Adjunct Instructor/Assistant Football Coach

August 2015-Current-Eastern Arizona College-Thatcher, AZ

- Serve as an expert in and an advocate for the educational and development needs of students.
- Teach college students in core curriculum elective courses such as HHP 174 Sports Nutrition.
- Advisor of the Black Student Union Club, provided sponsorship for student involvement/student activities.
- As a member of the ASEAC Executive Council, provide leadership and development, implementation and assessment of a two-year student engagement with school functions.
- Managed Resident Hall Assistants and managed serious student incidents (disciplinary and psychological) and student crisis in a manner that protects health and safety, mitigates risk, and considers current policy, law and case law.
- Establish and maintain effective communication and cooperative working relationships with college students, administrators, faculty, staff, and outside agencies in order to accomplish the objective of the division and College.
- Assist students with academic curriculum, mentor students with social and life skills.
- Developed fundamental drills, game planning and scouting reports, coach the linebacker position.

Teacher Assistant

August 2009-August 2015-Dallas Independent School District-Dallas, TX

- Responsible for developing IEP plans that correlates with SPED guidelines.

- Coordinated orientation programs for all new students and their parents/families.
- Developing social/communication skills for students and provided workforce training.
- Enforced rules and regulations, implemented Saturday school as a form of discipline.

Campus Monitor

August 2003-August 2009-Aurora Public School-Aurora, CO

- Responsible for securing the campus and provided safety procedures for student crisis.
- Assist Deans of Student Life with truancy issues and communicated with their parents/families.
- Enforced rules and regulations, implemented Saturday school as a form of discipline.
- Developed evacuation procedures for student crisis and faculty crisis.

Franchise Owner

January 1998-August 2003-Williams Chicken Franchise-Fort Worth, TX

- Working in a fast pace environment and communicating with different ethnic and social backgrounds.
- Responsible for managing the store inventory/ordering of supplies.
- Responsible for payroll management and the filing of business taxes.
- Responsible for store budgeting and the advertisement of services.
- Responsible for coaching/training of store policies and procedures.
- Conduct performance reviews and evaluate employees.

CAREER ACHIEVEMENTS:

- 2018 ASEAC Advisor of the Year Award
- 2018 NJCAA Linebacker Coach of the Year
- 2018 WSFL Champions
- 2018 WSFL Assistant Coach of the Year
- 2017 Salt City Bowl Champions
- 2016 Salt City Bowl Champions

EDUCATION:

Northern Arizona University-Flagstaff, AZ-Masters of Education-Educational Leadership (2019)

University of Colorado-Boulder, CO-Bachelor of Arts-Communications (1997)