

# Resume: Sheri McGuinn

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## **Education:**

- o **Master of Administration**, Professional Writing, Northern Arizona University, Flagstaff, AZ
- o **MS in Education**, Learning and Behavior Disorders, Buffalo State College, Buffalo, NY
- o **BA Psychology**, Sonoma State University, Rohnert Park, CA

## **Experience:**

- o **Writer & Publisher** 2005-current
- o **Teacher: Special Education, Reading Teacher, and Sub K-12; Workshop Instructor Adults** 1995-current
- o **Caseworker/Investigator** Child Protection, Chautauqua County, NY 1991-1994

## **Communication:**

- o Excellent professional **writing and editing** skills demonstrated in legal reports, educational assessments and individualized education plans, website design and maintenance, and grant proposals as well as the books written & published through Durare Publishing.
- o Training and experience in **adaptation of material** for specific audiences, including simplifying textbook material as needed for special education students at various academic levels.
- o **Persuasive and mediation** skills honed through officiating at individualized education plan meetings with parents, students, educators and other professionals and through Cornell CPS Core Training and CPS work.
- o **Conflict resolution** skills developed through training and experience working with at-risk populations.
- o **Presentation** skills highly developed through years of teaching.
- o **Coaching** skills developed through teaching and behavioral intervention work: includes drawing on the individual's past experience to create required behavior in a new situation or role & self-monitoring.
- o Experienced in **collaboration** with other professionals, **mentoring** and **supervision** of others.

## **Organization:**

- o Superior **time management** and **independent prioritization of tasks** practiced as a child protection investigator, teacher, and freelance writer/publisher.
- o **Developed, implemented, and managed** specialized education programs including a credit-recovery program for special education high school students and a reading program for junior high school.
- o **Initiated** individualized plans for students. Conducted assessments, developed goals and intermediate objectives for learning and behavior, then **collaborated** with other team members to refine and implement .
- o **Authored a successful grant application** that involved expanding a modest idea to match what the granting organization wanted to fund, **co-ordination** of and collection of data from various interest groups, **compilation** of all data, and **presentation of material in the required format**.

## **Research and Analysis:**

- o **Interviewing** skills include: establishing rapport with hostile subjects, use of open-ended questioning, verification of understanding, **evaluation and analysis** of information obtained.
- o **Evaluation** experience includes: assessing student academic skills and behavioral issues (through informal and formal observation, interviews, and testing) and **assessing** child safety and family need for services (through interviews and observation of immediate situation, behavior, and environment).
- o **Innovation** and **creativity** were then used to develop alternative solutions.
- o Developed, conducted, and documented research on the impact of music on student behavior.

## Education: Sheri McGuinn

<p style="text-align: center;"><b>Masters of Administration Professional Writing (12/14)</b></p> <p>Capstone Project: Presentation at NCTE on Self-Publishing for Schools          Proposal Writing          Advanced Professional Writing          Issues in Professional &amp; Technical Writing: Ethics          Professional Editing          Advanced Technical Writing          Rhetoric &amp; Writing in Professional Communities          Project Management and Document Design          Principles of Administration          Principles of Leadership          Organizational Management          Principles &amp; Strategies of Program Evaluation</p>	<p style="text-align: center;"><b>Masters in Education Learning &amp; Behavior Disorders (12/95)</b></p> <p>Graduate Practicum Teaching (FT student teaching)          Lab/Field Experience (PT student teaching)          Masters Project: Background Music &amp; Behavior of Emotionally Disturbed Students          Survey Elements of Reading Instruction          Teaching Literature in Primary Grades          Curriculum Planning for Clinical Teaching          Survey of Specific Learning Disabilities          Students with Special Needs          Evaluation of Individuals with Special Needs          Understanding the Problem Student          Contingency Management in the Classroom          Person to Person Interaction          Workshop in Nurturing Creativity</p>
<p style="text-align: center;"><b>Job-Related Training</b></p> <p>Teacher Development trainings: Over 150 hours          DSS: 70 hours CPS Core at Cornell + over 74 hours advanced training</p>	<p style="text-align: center;"><b>Other Education Courses SEI(ESL), Reading, Counseling</b></p> <p>SEI &amp; ESL Teaching Methods          Clinical Practice in Reading          Phonics Based Reading &amp; Decoding          Diagnosis &amp; Remediation of Reading Difficulties          Workshop: Multi-Sensory Reading          Workshop: Instruction: Increasing Student Learning          Introduction to Guidance          Foundations of Counseling Theory</p>
<p style="text-align: center;"><b>BA in Psychology</b></p> <p>General Psychology          Career Planning          Child &amp; Adolescent Psychology          Current Trends in Psychology          Intro to Psychological Research          Intro to Counseling          Seminar: Work &amp; Organization          Practical Parapsychology          Parapsychology</p>	<p style="text-align: center;"><b>English/Journalism</b></p> <p>Reading &amp; Composition I &amp; II          Newswriting          Fiction Writing          Art of Writing for Youth          Women in Literature          Dramatic Literature: Shakespeare</p>
<p style="text-align: center;"><b>Music</b></p> <p>Applied Music: Saxophone          Applied Music: Classical Guitar          Applied Music: Woodwinds          Intro to Classical Music          Music Theory          Chorus</p>	<p style="text-align: center;"><b>Languages</b></p> <p>Español Intermedio (University in Peru 2012)          Cultura, Conversación y Redacción (University in Peru 2012)          Intermediate Spanish          Survey of Spanish Literature          Elementary Italian I &amp; II          High School: 3 years of Spanish &amp; 3 years of French</p>
<p style="text-align: center;"><b>Drama/Theater</b></p> <p>Introduction to Theater          Theory of Acting I &amp; II          Theater Practicum/Musical Theater          Rehearsal &amp; Performance: Assistant Stage Manager          Stage Directing          Stage Makeup          History &amp; Appreciation of Film (Multiple times)          Film: Bergman Seminar</p>	<p style="text-align: center;"><b>Math/Sciences/Computers</b></p> <p>Elementary Statistics          Field Biology (Ecology)          Intro to Computers/COBOL          Macromedia Dreamweaver</p>
<p style="text-align: center;"><b>Art</b></p> <p>Fundamentals of Painting &amp; Design          Drawing I          Drawing on the Right Side of the Brain          Introduction to Photography</p>	<p style="text-align: center;"><b>Social Sciences/Ethnic Studies/Philosophy</b></p> <p>History of Western Civilization          Social History Since 1875          Arizona Constitution &amp; Government          Native American Current Affairs          Native American Literatures          General Logic          Critical Thinking</p>
<p style="text-align: center;"><b>Physical Education</b></p> <p>Sports &amp; Conditioning Classes (multiple)          First Aid          Field Experience: Aquatic tutoring of autistic child          Red Cross previous certifications WSI, Adapted Aquatics, Etc.</p>	

**WRITING WORKSHOPS, CONFERENCES, RELATED ACTIVITIES:  
Sheri McGuinn**

Participant	1981 American Society of Journalists & Authors Tenth Annual Writers' Conference
Participant	1990 Chautauqua Institute Seminar on Grant Writing
Participant	1998 In-service on grant writing through MCSD—TL CFG grant awarded April 1999
Participant	2005 Grants USA Grantsmanship Training (18 hours)
Participant	2005 Hassayampa Institute for Creative Writing Conference (one week)
Participant	2007 Wrangling with Writing Conference
Participant	2008 Las Vegas Writers Conference
Participant	2009 The Great American Pitchfest
Participant	2009 LA Times Festival of Books
<b>Screenplay Finalist</b>	2011 Sacramento Film Festival
Participant	2011 Self-Publishing Bookcamp
Participant	2012 Business of Writing International Summit
Participant	2012 National Council of Teachers of English (& ALAN) Annual Convention
<b>Keynote speaker &amp; presenter</b>	2012 Women Who Write (Louisville, KY)
Participant	2013 Business of Writing International Summit
<b>Presenter</b>	2013 & 2014 Self-Publishing Workshops at Northland Pioneer College
<b>Presenter</b>	2014 Self-Publishing Workshop at Arts Alliance of the White Mountains
<b>Exhibitor &amp; participant</b>	2014 Book Expo America
<b>Exhibitor &amp; participant</b>	2014 American Library Association Conference
<b>Poster presenter &amp; exhibitor</b>	2014 National Council of Teachers of English Annual Convention
Participant	2015 Great American Pitchfest
<b>Exhibitor &amp; participant</b>	2017 Citrus Heights: Hidden Treasures Art Show
Participant	2017 WNBA Pitch-O-Rama
<b>Exhibitor &amp; participant</b>	2017 Oakland Book Festival

Other Contact Info & Work History Available to Serious Inquiries [smcguinn@yahoo.com](mailto:smcguinn@yahoo.com)