

Tamika Hibbert, Ed.D., LPC, NCC

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Educational Background

Doctor of Education

10/06-9/09 Argosy University Atlanta, GA

- Educational Leadership

Date of Degree Completion- September 2009

Dissertation Title: An Evaluation of the Implementation of a Single-Gender Middle School Program

Received Outstanding Student and Leadership Award at Commencement Ceremony

Educational Specialist

10/06-9/07 Argosy University Atlanta, GA

- Educational Leadership

Advanced Certificate

2/04-6/05 Brooklyn College Brooklyn, NY

- School Administration and Supervision

Advanced Certificate

2/02-2/03 Brooklyn College Brooklyn, NY

- School Counseling

Master of Science in Education

9/00-2/02 Brooklyn College Brooklyn, NY

- School Counseling

Bachelors of Arts

9/96-6/00 York College Jamaica, NY

- Psychology

Teaching/Administrative Experience

**08/14-Present University of the Southwest Hobbs, New Mexico Assistant Professor,
School of Education, M.Ed. in School Counseling Program**

- Provide instruction and support in the MSED in School Counseling Program and MSED Mental Health Counseling.
- Supervised School Counseling Practicum students in the field.
- Participates in Faculty Council meetings.
- Participates in School Counseling program team meetings.
- Participates in required professional development sessions

**01/14-07/16 Mercer University Atlanta, Georgia, Adjunct Professor, Penfield College of
Education**

- Provide instruction and support in the Penfield College Doctor of Philosophy in Counselor Education and Supervision, M.S. in Clinical Mental Health Counseling and M.S. in School Counseling Program.
- Supervised School Counseling Practicum students in the field.

9/07- 3/10 Gwinnett Technical College Adjunct Instructor Lawrenceville, GA

Instruct both online and Face-to-Face Hybrid courses. Courses taught include:

- Interpersonal Relations and Professional Development

7/07- Present Atlanta Public Schools Professional School Counselor (P-12) Atlanta, GA

- Lead member on the schools Southern Association and Colleges and Schools (SACS) committee.
- Member of the schools administrative team and leadership team.
- Advanced Placement (AP) and PSAT Testing Coordinator.
- Actively engaged in counseling or guidance activities, including advising students, parents, or guardians, for a minimum of five of six fulltime segments or the equivalent as required by State Board Rule.
- Gathers and evaluates data to establish and promote School Guidance and Counseling Programs then formulates and implements the school-based written guidance plan.
- Provides individual or group planning sessions for students in the areas of academic/educational, career/vocational and personal/social development which results in a written plan for each student.
- Conducts structured goal-oriented counseling sessions in systematic response to identified needs of individual or groups of students. Themes include academic skill building, social

skills development, career awareness, conflict resolution, family issues and making healthy choices.

- Consults and collaborates with teachers, administrative staff and parents in understanding and meeting the needs of students in the school setting.
- Provides individual counseling in response to student request and/or student need.
- Uses all available data to identify students who are in need of prevention/intervention plans in the area of academic grades, discipline referrals and attendance.
- Makes appropriate referrals of students and parents to outside agencies and specialists. Advocates for equal access to programs and services for all students.
- Interprets tests, student data and other assessment results appropriately in the counseling environment for the purpose of developing and implementing academic plans for individual students.
- Informs students and their parents as to pertinent test results and their implication for educational and career planning.
- Monitors and advises students and their parents as to progress toward promotion/graduation.
- Prepares students for the transition to the next level: middle school, high school and post high school activities/options.
- Plans and coordinates programs such as career and college fairs, scholarships and other extensions of the counseling curriculum.
- Pursues continuous professional growth to stay abreast of the field.
- Promotes an understanding and appreciation of diverse populations and cultures.
- Articulates the school counseling program to students, parents, teachers, staff and community.
- Intervenes during crisis situations and provides a supportive role to staff and students.
- Maintains accurate, complete, and appropriate records and files reports promptly; Assumes appropriate responsibility for enhancing the total school program, its safety, and good order; Maintains confidentiality of student records.

6/09- 12/09 Argosy University

Teaching Assistant

Atlanta, GA

- Teacher Assistance under the leadership of Dr. Deloris Banks.
- Teacher Assistance under the leadership of Dr. Michael Tappler.
- Mentor and supervise graduate level students with dissertation research in both online and face-to face sessions.
- Collaborate with associate professors to assist students with the application of qualitative, quantitative, and mixed-method research designs.
- Experience with the various theoretical and conceptual frameworks employed in doctoral research studies.

9/06 – 7/07 Gwinnett County Public Schools Professional School Counselor Snellville, GA

- Attend S.S.T (Student Support Team) meetings to evaluate and assess student's academic and behavioral standing.

- Meet with students in both individual and group settings to conduct counseling regarding academics, suicide, homelessness, severe parent problems, peer relationships, and attendance.
- Conduct classroom guidance sessions.
- Administer and proctor standardized examinations.

7/05 - 9/06 New York City Department of Education Assistant Principal New York, NY

- Chairs meetings (e.g. curriculum, safety, site advisory, special district committees, etc.) for the purpose of coordinating activities and ensuring that outcomes achieve school, district and/or state objectives.
- Evaluates assigned personnel for the purpose of ensuring that standards are achieved and performance is maximized.
- Facilitates communication between personnel, students and/or parents for the purpose of evaluating situations, solving problems and/or resolving conflicts.
- Facilitates meetings, processes, etc. for the purpose of meeting curriculum guidelines
Facilitates the development, communication implementation and evaluation of quality learning for the purpose of enhancing excellence, equality and equity for staff and students.
- Implements policies, procedures and/or processes for the purpose of providing direction and/or complying with mandated requirements.
- Intervenes in occurrences of inappropriate behavior of students for the purpose of assisting students in modifying such behavior and developing successful interpersonal skills.
- Manages a variety of school administrative functions (e.g. student disciplinary policy, school schedule, assigned personnel, etc.) for the purpose of enforcing school, district and state policy and maintaining safety and efficiency of school operations.
- Participates in meetings, workshops and seminars for the purpose of conveying and/or gathering information required to perform functions.
- Performs other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.
- Prepares a wide variety of materials (e.g. quantity reports, student activities, correspondence, audits, etc.) for the purpose of documenting activities, providing written reference, and/or conveying information.
- Presents information (e.g. budget overviews, accounting processes, distribution formulas, etc.) for the purpose of communicating information, gaining feedback and ensuring adherence to established internal controls.
- Represents the school within community forums for the purpose of maintaining ongoing community support for educational goals and/or assisting with issues related to school environment.
- Supervises school personnel for the purpose of monitoring performance, providing for professional growth and achieving overall objectives of school's curriculum.

2/02 - 6/05

Professional School Counselor

Brooklyn, NY

- Assist students with information regarding Post- Secondary education and career planning strategies.
- Develop and Program student's classes.
- Counsel students on an academic and emotional basis.
- Apply alternative school placement for students with various needs.

Professional Licensure

- License Professional Counselor – Georgia (LPC008642)
- Georgia Educational Leadership License (L7)
- Georgia School Counselor License (S7)
- New York School Administration and Supervision License
- New York School Counselor License
- Gurian Institute Certified Trainer- Authorized to provide Gurian Institute Training regarding the nature-based gender-specific learning methods of Michael Gurian.

Scholarly Activity: Publications

Hibbert, T.,Lundell, D (Ed.). (2007). Technology in education and business: Myths, issues, ethics, and money. Lawrenceville, GA: Greenview Publishing Company.

Hibbert, T. (2010). An Evaluation of the implementation of a single-gender middle school. Quarterly Journal of the Social Science Research Group, 1(1), Retrieved from www.SSRGInc.org

Scholarly Activity: Presentations

Presenter: Southern Association For College Admission Counseling Myrtle Beach, SC: Using Technology to Increase Urban Students Access to Post Secondary Resources, April 2014

Presenter: College Board Southern Regional Conference Atlanta, GA: College Planning in the Digital Age: Using Online Resources to Engage and Guide All Students to College, March 2013.

Presenter: An Evaluation of the Implementation of a Single-Gender Middle school Program. Atlanta, GA: Argosy University First Annual Doctoral Student Conference, August 2009.

Presenter: The New Doctors Speak with all of the Rights and Privileges Thereunto Appertaining. Atlanta, GA: Argosy University First Annual Doctoral Conference, August 2009.

Service: Professional

Presenter: Atlanta Public Schools Mentorship Advisory Pipeline Program (MAPP): Your Route to Career Success Atlanta, GA: Georgia Institute of Technology, September 2015.

Carver School of the Arts 2013-2014-Lead member of the Southern Association of Colleges and School accreditation team.

Presenter: Atlanta Public Schools Graduation Requirements Atlanta, GA: Maynard Jackson High School Senior Parent Night, October 2012.

Presenter: What's Your Parenting Style? Atlanta, GA: Coretta Scott King Young Women's Leadership Academy First Open House, September 2009.

Service: Community

- 2012-2013 Sims Elementary Local School Council Parent Representative

Membership and Associations

- Chair of the Mercer University School Counseling Advisory Board
- Inducted into "Psi Chi" The National Honors Society of Psychology, May 1999
- Member of the American School Counseling Association (ASCA)
- Member of the Georgia School Counselors Association (GSCA)
- Member of the Atlanta School Counseling Association (ASCA)
- Member of the Licensed Professional Counselors Association of Georgia (LPCA)