

ERNESTO GUEVARA

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EXPERIENCE

Dallas Independent School District

Assistant Principal

Dallas, Tx 08/20 – Present

- Assist principal in the development, maintenance, and use of information systems to maintain and record progress on campus performance objectives and academic excellence indicators.
- Conduct conferences on student and school issues with parents, students, and teachers.
- Assist with safety inspections and safety-drill practices.
- Supervise reporting and monitoring of student's attendance.
- Observe employee performance, record observations, and conduct evaluation conferences.
- Led professional learning communities and professional development trainings to support teacher development and curriculum implementation.
- Administrator overseeing the campus' sst process to support tier 3 students in academics and behavior.
- Administrator over the Language Proficiency Assessment committee which supported our ELL student population.
- Campus Testing Coordinator

Campus Instructional Coach (Math/Science)

Dallas, Tx 08/19 – 08/20

- Work with administrative staff to develop, coordinate, and deliver professional development in content, culture and climate.
- Provide one-on-one teacher support in content areas and instruction.
- Develop and implement intervention strategies for student and classroom support.
- Facilitate Professional Learning Communities (PLC) that assist teachers in meeting data-driven, collaboratively determined instructional goals in content and program areas.
- Assist teachers in obtaining instructional materials for curriculum development and implementation.

Elementary School Teacher

Dallas, Tx 08/15 – 08/19

- Bilingual teacher to 5th & 4th graders in math, science, and reading.
- Conducted small group and individual classroom activities with students based on differentiated learning needs.
- Participated in ongoing staff development trainings.
- Employed assessment tools to monitor and modify lessons.
- Developed lesson plans to proactively engage students.
- Worked in collaboration with other teachers on classroom discipline, curriculum delivery, scaffolding, and developing additional learning opportunities for students.

Substitute Teacher

Dallas, TX 04/15 - 8/15

- Utilized existing curriculum and incorporated creative teaching methods to generate an active learning environment.
- Maintained classroom rules and implemented clear expectations of student behavior for effective classroom management.

Affirmative Insurance

Claims Adjuster

Dallas, TX 11/14 – 03/15

- Managed and maintained liability disputes and property damage claims.
- Investigated and verified contractual coverage concerns.
- Provided customer service and assisted in navigation of claims process.

Center for Multicultural Cooperation

Director of Operations

Fresno, CA 11/13 – 08/14

- Managed a staff of up to 15 for six programs in multiple office locations.

- Responsible for the development, planning and financial management of all programs.
- Began social enterprise with an annual operational budget of \$50K and developed it to \$400K.
- Work alongside the E.D. in resource planning and acquisition activities.
- Assisted in re-organization of agency mission statement and goals.
- Responsible for agency final project/program reports, stage development and act as liaison with outside partners.

Program Manager

Fresno, CA 06/11 – 11/13

- Managed execution, compliance and budget for a Latino youth empowerment program, Veteran outreach program and youth policy advocacy council.
- Assisted with development of communication strategies and multimedia managing for over 30 local nonprofits and government organizations.
- Developed and facilitated training in digital media and video production for NGO's throughout CA.
- Provided general IT assistance for organization, composed quarterly –newsletters, and managed marketing materials for social enterprise and program support materials.
- Responsible for logistics and planning of the organization's annual community premiere's, 8 program film premieres, biannual community block parties and youth community service fair.
- Maintained working professional relationship with various community organizations, government agencies and elected officials.

Program Coordinator

Fresno, CA 06/08 – 05/11

- Managed and coordinated educational programs for social and civic responsibility, service learning, media, art, history, and multicultural cooperation.
- Assisted with technical development of programs and projects.
- Assisted Program Manager with recruitment
- Assisted with communication of program information and goals to partner organizations and potential funders.

University of California, Santa Cruz

Residential Assistant

Santa Cruz, CA 08/05 – 06/08

- Responsible for the overall wellbeing of student residents while establishing and maintaining mentoring relationships with all students.
- Developed, implemented, and evaluated events throughout the academic year.
- Provided clerical and administrative support for Residential Life office.

Center for Multicultural Cooperation

Youth Coordinator

Fresno, CA 08/07 – 06/08

- Assisted Program Manager with development, planning and facilitation of center and annual events.
- Actively recruited and educated new youth for programs.
- Provided technical assistance with various projects and programs.

EDUCATION

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| • University of California, Santa Cruz
B.A., History - Cumulative GPA: 3.5/4.00 | Santa Cruz, CA | 2008 |
| • California State University of Fresno
Unfinished graduate level work / Cumulative GPA: 3.6/4.00 | Fresno, CA | 2011 |
| • Southern Methodist University
Masters in Urban School Leadership - Cumulative GPA: 3.9/4.00 | Dallas, Tx | 2021 |