

# Donzella Curtis

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## CAREER FOCUS

A Position in Community Service, Advocacy, Program Coordination, Coaching

## PROFESSIONAL PROFILE

Highly successful consultant to individuals and organizations in the field of disabilities

Extremely resourceful individual with a knack for negotiating community resources

Experienced in organizing and implementing a lecture series and special programs

Ability to counsel and advocate for individuals with a number of challenges

## AREAS OF EXPERTISE

### Program Coordination and Promotion

- . Program Administration
- . Personnel Supervision
- . Curriculum Development
- . Special Event Planning
- . Marketing

### Client Advocacy and Coaching

- . Individual Counseling
- . Motivational Speaking
- . Legislative Lobbying
- . College Preparation Training
- . Group Facilitation

## PROFESSIONAL EXPERIENCE

*Learning Disability Consultant, Ellicott City, MD*

*1998-Present*

- Develop individualized programs for students with disabilities to prepare for college utilizing specialized technology to enhance learning
- Design and implement workshops for high school seniors with disabilities through Project Access to ease the transition from high school to college (ie: mentors, financial aid, schedule preparation)
- Provide assistance for families to ease the transition from high school to college and to help them become productive citizens in life
- Educate and advocate for special accommodations for disabled college-bound students

*Program Coordinator, Howard Community College, Columbia, MD*

*1997-2000*

- Recruited by Director of Student Life to facilitate groups of faculty, students and community members to participate in an innovative cultural diversity training program which is still in existence today
- Promoted open communication in sensitive and emotionally charged settings
- Utilized creative and innovative marketing techniques to help solicit new participants each semester

*Event Planner/Motivational Speaker, Howard Community College, Columbia, MD*

*1993-1999*

- Organized special events for 250+ people for the Office of Student Activities
- Conducted Diversity and Disability Awareness presentations for local universities
- Coordinated Peer Mentor trainings, supervised trainees and facilitated Project Access Orientation

### *Community Service, Advocacy, Mentoring*

*President of The Ellicott City Community Empowerment Association*

*2002-2003*

- Developing Programs, workshops and resources that enhanced the overall well being of community living

## EDUCATION AND SPECIAL AWARDS

*AA, General Studies, Howard Community College, Columbia, MD*

*National Capital Area Disability Support Services Coalition*

*Outstanding College Student*

*HCC Support Services Program, Columbia, MD*

*Awards: Dedication and Persistence; Outstanding Student of the Year; Outstanding Academic Achievement*

*Charles I. Ecker, Howard County Executive*

*Distinguished Achievement in Study Circle Participation*