

# Alberto M. Flores, Ed.D., MBA-GM, M.Ed.

## MY PROPOSED CONTRIBUTIONS

I am a proven leader of action, with the ability to assess strengths and opportunities for developing a powerful vision for organizational improvement. I bring a broad base of transferable skills, experiences, and knowledge to help your organization accomplish its mission. I focus on building strong relationships with people to enhance performance, engagement, innovation, and success.

Experience in data-driven to influence the decision-making process and strategic planning to improve short & long-term measures. Experience in building strong and collaborative teams to inspire trust and improve performance. Dedicated to fostering and maintaining a safe, positive, and respectful environment conducive to success.

I am a fluent English and Spanish speaker, with strong communication skills. My areas of focus are people, efficiency, accountability, organizational development, and results, with an emphasis on strategic thinking and common sense problem-solving. I have the skills, experience, and knowledge to make a major difference for your organization.

## EDUCATION

**Doctor of Education in Organizational Leadership & Development** 2013  
*Grand Canyon University, Phoenix, AZ*

Dissertation Title: "Student Satisfaction with an Online University and its Mentoring Program as Predictors of Student Academic Performance"

**Certified Business and Education Coach** 2012  
*International Coaching Federation, ACC Certified*

**Master of Business Administration- Global Management** 2005  
*University of Phoenix, Phoenix, AZ*

**Masters – Educational Administration and Leadership** 1997  
*Arizona State University, Phoenix, AZ*

- *Arizona Superintendent Certificate, K-12*
- *Arizona Principal Certificate, K-12*
- *Arizona Teacher Certificate, K-8,*
- *Arizona Bilingual/ESL Endorsement, K-12*

**Bachelors – Education** 1992  
*Southern Illinois University, Carbondale, IL*

## CAREER PROGRESSION & CONTRIBUTIONS

### **Faculty- Business Administration** Oregon Coast Community College

2016-Present

**Knowledge Acquired.** Full-time faculty responsible for curriculum development for the business program. Development of online and on-ground courses that are accessible and engaging for students. Work in collaboration with other faculty and community members to enrich the economic and civic vitality of the community.

#### **Achievements:**

- Online and on-ground teaching business courses
- Collaborative engagement to coordinate student enrollment
- Dual credit with community high school
- Instructional Leadership Team Chair
- Business advisory board chair
- Development of new business program and offerings
- Promotion of business program and increased student enrollment
- Member of the Instructional Leadership Team

### **Faculty - Capstone Instructor & Mentor Educational Leadership** Western Governors University

2009-Present

**Knowledge Acquired.** Provided subject matter expertise in the content area and offered specialized instruction on the development of the capstone project. Responded to student questions in a timely manner. Utilized innovative teaching techniques in order to meet student needs. Made use of Microsoft Office Suite (Word, Excel, and PowerPoint) to create course deliverables (i.e. presentations, study guides, and spreadsheets). Provided personalized outreach to at-risk students in a way that fostered the development of competencies. Maintained scholarly and professional expertise through professional development.

#### **Achievements:**

- Coached students to competency development by asking open-ended questions, brainstorming next steps, and maintaining accountability
- Monitored and managed a dynamic learning community
- Empowered students to develop competency by sharing a passion for the subject.
- Created and brought the course of study to life with engaging live webinars or relevant recorded webinars that enhanced expected competencies.
- Utilize technology-based teaching platforms to aid students
- Provided a classroom environment conducive to learning and teaching using Adobe.
- Organize concepts in a logical and understandable sequence, utilized examples and student interaction to facilitate learning
- Balanced content delivery with exceptional student service
- Delivered comprehensive coaching and academic support services
- Maintained an 88% graduation, 92% retention, and a 96% SAP rate
- Developed and presented professional development training workshops

**Executive Coach:** Beyond the Vision, LLC

2013-2017

**Knowledge Acquired.** Beyond the Vision is a full-service coaching organization tailored to help schools produce better academic and performance outcomes. Through the use and application of data analytics and leadership training, we worked with schools to improve 7 organizational areas: strategic plan, culture, leadership, communication, systems & processes, team synergy, and metrics & results. Provided professional coaching applying Coaching for Leadership concepts to engage school leaders in achieving transformational and provable results in organizational and student performance.

**Achievements:**

- Worked with 10 school leaders to improve organizational efficiency
- Collected comprehensive data (qualitative and quantitative) and applied Data Analytics to analyze key organizational areas
- Developed and executed a plan based on data results to close the gap and drive performance outcomes.
- Developed strategic roadmap to improve efficiency and increase performance outcomes
- Created implemented the Alignment Integration Assessment instrument to collect and improve data analysis
- Provided comprehensive data analysis to help school leaders shape policy and allow for more target investment related to student and teacher performance outcomes
- Used of Coaching for Leadership as a strategic approach to engage school leaders in changing behaviors to achieve transformational outcomes
- Used data results to engage leaders and staff to provide support. Worked closely with stakeholders to provide meaningful recommendations for strategic planning and propel the school to the next level

**Faculty- Dissertation Content Expert:** Grand Canyon University

2014-2016

**Knowledge Acquired.** Advised doctoral candidates on their dissertation journey, which also provided me with an opportunity to sharpen my own academic skills.

**Executive Coach:** TCB Enterprises, LLC

2008-2013

**Knowledge Acquired.** As an ICF certified coach, I engaged in strategic planning and provided organizational and operational guidance to organizations. Through executive coaching, I have worked with companies to improve organizational efficiency by an average of 87% and raised profits by an average of 78%. At least five firms avoided bankruptcy because of valuable financial advice, operational business knowledge, and strategies provided by my business. I empower decision-makers to achieve results through a process of re-education, focus, accountability, and improved leadership skills.

**Achievements:**

- Employed best practices and executive coaching techniques with organizations to improve performance by focusing on areas such as strategic planning, finance, marketing, sales, time management, and team building
- Results included the growth of businesses by an overall average of 48% in revenue and overall organizational performance as noted by key performance indicators and data analytics
- Created and presented leadership training workshops
- Coached clients on organizational development, restructuring, customer service, hiring practices, and recruitment

- Developed systems and processes to improve organizational efficiency and operations

**Faculty–Instructor:** Maricopa Community Colleges 2010-2011

- Served in the Division of Business, College of Business
- Instructor for Business and Management Courses

**School Administrator:** Phoenix Union High School District 2000–2008

**Knowledge Acquired.** I was part of a team that created a strategic plan to improve systems and processes to raise performance and makes efficient use of human and financial resources for effective organizational operations. I also worked to improve student-faculty relationships, reduce disciplinary problems, form private-public business partnerships to enhance funding, and develop programs and activities at a large, 2,400-student inner-city school. I learned that leadership begins where management ends, where the system of rewards and punishments, control and scrutiny, give way to innovation. I gained the ability to motivate, empower, and create value for all stakeholders.

**Achievements:**

- Increased student attendance by restoring student-faculty relationships with an average of 83% improvement rate
- Reduced student discipline rate by an average of 91% through the implementation of a student discipline program
- Amplified student program participation and recruiting by an average of 43%
- Improved student achievement by providing tutoring and other student services, ultimately resulting in a high-performance school rating
- Acquired over \$50,000 in funding through business initiatives and grants to increase student engagement in programs and services for a period of 3 years
- Gathered and analyzed data to leverage strategic planning and optimize performance
- Test and measure the effectiveness of instructional programs, services, and processes
- Implemented innovative and proactive efforts to retain faculty
- Supported and evaluated faculty
- Budget preparation and site-based management
- Conducted and presented professional development workshops

**School Administrator:** Precision Academy Charter High School 1998-2000

**Knowledge Acquired.** Worked on the growth and expansion of a newly established charter school. Responsible for all functions related to the expansion of the school; including the hiring of staff and curriculum development.

**Achievements:**

- Increased student enrollment from 15 to 110 students in 2 years
- Increased planned and directed activities and programs for the school
- Developed systems and processes to ensure effective operations of programs
- Hiring and evaluation of staff members
- Developed and facilitated professional development activities
- Oversaw the acquisition of a new building for the school
- Implemented school uniform requirements
- Partnership with IBM and wrote a grant to provide laptops for every student

**Faculty–Associate Instructor:** Arizona State University 1998-1999

- Served in the Division of Curriculum and Instruction, College of Education
- Instructor for Bilingual/ESL Science and Social Studies Methods Classes

**Math & Science Teacher:** 4<sup>th</sup> – 8<sup>th</sup> grades 1992-1998

### **PRESENTATIONS & PROFESSIONAL DEVELOPMENT**

- Dealing with Difficult People: Peer Mediation & Conflict Resolution
- Human Resource Law Workshop: Law & Government Regulations
- Human Resource Management
- Presented at Grand Canyon University's Emerging Scholar-Practitioners Conference

### **SKILLS**

- Proficient with computers, computer peripherals (Blackboard, Loud Cloud, Angel, Banner Student Information Systems), and software packages including SPSS and Microsoft Office