

# DR. MONIKA JACQUELINE RIVERA

E D U C A T I O N A L P R O F E S S I O N A L

M.RIVERA87@OUTLOOK.COM

## PROFILE

Innovative and results-driven educational leader with a Doctorate in Educational Leadership specializing in Administration. Committed to driving systemic change and fostering educational excellence at the state and local levels. Expert in developing and implementing strategic policies, leading teams to achieve academic and operational success, and creating programs that promote inclusivity, student engagement, and professional growth. Skilled in aligning organizational goals with educational reforms to enhance outcomes and ensure sustainable success.

## EDUCATION

### St. Thomas University

Doctorate of Education (Ed.D.)

Educational Leadership & Innovation

*Specialization in Administration*

2024

### Nova Southeastern University

Master of Science

Education: *Cum Laude*

2017

### Broward College

Bachelor of Applied Science

Management and Supervision

2015

## CERTIFICATIONS

### Georgia Educator Certificate - #1839384

- Elementary Education (P-5), Valid through 06/30/2026
- SPED General Curriculum (P-12) Consultative, Valid through 06/30/2026
- Clearance Certificate, Valid through 06/30/2026

### Florida Educator Certificate - #1296947

(Valid through 06/30/2023)

## SKILLS

- Bilingual: English & Spanish
- Leadership & Team Management
- Curriculum Design & Implementation
- Event Planning & Coordination
- Inclusive & Differentiated Instruction
- Teacher Mentoring & Professional Development
- Data Analysis and Reporting
- Project Management and Strategic Planning
- Conflict Resolution and Problem-Solving
- Technological Proficiency: Microsoft Office, Google Suite, Prezi, MacOS, Windows
- Learning Management Systems (LMS): Canvas, Blackboard, and Google Classroom
- Database Management: SQL basics and data organization
- Budgeting and Financial Oversight
- Training and Development Program Facilitation

## TEACHING & LEADERSHIP PHILOSOPHY

As both an educator and a leader, I am deeply committed to fostering environments where collaboration, growth, and empowerment are at the core of the learning experience. My teaching philosophy is grounded in the belief that every student has the potential to become an independent, self-motivated learner, equipped with the skills to navigate and succeed in an ever-evolving world. I strive to create inclusive, engaging learning environments that not only meet students where they are but challenge them to reach beyond their current capabilities.

As a transformational leader, I believe in inspiring and uplifting my co-teachers, students, and colleagues. I encourage them to harness their unique strengths, fostering a culture where innovation and creativity are celebrated. I am committed to nurturing professional growth and development, helping others to not only shine in their areas of expertise but also to strengthen areas where they may need additional support. Through this approach, I cultivate a sense of collective purpose and shared leadership that drives our school community forward.

**Director**

Bliss Events and Staffing | 2021 - Present

- Manages daily operations of brand ambassadors nationwide, ensuring top-tier brand representation and employee performance.
- Develops strategic marketing initiatives and coordinates promotional events across the country, increasing company visibility.
- Implements comprehensive training programs, promoting professionalism and brand consistency.

**Fifth Grade Teacher | Team Lead**

Gwinnett County Public School | 2021- Present

- Leads grade-level initiatives focused on professional development and instructional strategies, fostering a collaborative team environment.
- Math Leadership Team (2024-2025) for Gwinnett County Public Schools, enhancing instructional practices in mathematics.
- Conducts weekly planning and monthly official meetings to ensure alignment with educational objectives.
- Active participant in Shared Leadership and Instructional Leadership Team (ILT) to enhance instructional practices.
- Secured grants for innovative programs, improving student learning experiences.
- GCPS Teacher Mentor (2021 - Present), offering guidance to new educators.
- Model Classroom (2021 - Present), showcasing effective teaching techniques, classroom management, and instruction.
- Saturday Intervention Director, driving interventions for academically challenged students.
- Co-Teaching SPED Classroom, providing individualized support for special education students during 2021-2022 and 2024-2025.
- Participant in GCPS Teachers As Leaders Cohort (August 2023 - May 2024), focusing on leadership and educational innovation.

**Assistant Principal**

Greentree Preparatory Charter School | July 2020- January 2021

- Led administrative duties for a small charter school with approximately 300 students across grades K-8.
- Supervised a team of 15 teachers, providing instructional guidance, mentorship, and performance evaluations.
- Collaborated with teachers to ensure effective curriculum implementation, focusing on both academic excellence and student well-being.
- Managed school operations, including scheduling, budgeting, and overseeing the implementation of school policies and procedures.
- Served as a liaison between parents, teachers, and school leadership, facilitating open communication to support a positive school culture.
- Organized professional development workshops aimed at enhancing teaching strategies and classroom management techniques.
- Promoted a safe, inclusive, and academically challenging environment by addressing student behavior issues and collaborating with families to create tailored intervention plans.
- Led efforts to increase community involvement, fostering relationships with local businesses and stakeholders to support school events and student achievement.

**Leader In Me Coordinator | Upper Elementary Teacher | Dance Coach**

Mater Gardens Academy Charter School | Aug 2017- July 2020

- Led administrative duties for a small charter school with approximately 300 students across grades K-8.
- Supervised a team of 15 teachers, providing instructional guidance, mentorship, and performance evaluations.
- Collaborated with teachers to ensure effective curriculum implementation, focusing on both academic excellence and student well-being.
- Managed school operations, including scheduling, budgeting, and overseeing the implementation of school policies and procedures.
- Served as a liaison between parents, teachers, and school leadership, facilitating open communication to support a positive school culture.
- Organized professional development workshops aimed at enhancing teaching strategies and classroom management techniques.
- Promoted a safe, inclusive, and academically challenging environment by addressing student behavior issues and collaborating with families to create tailored intervention plans.
- Led efforts to increase community involvement, fostering relationships with local businesses and stakeholders to support school events and student achievement.

**Fourth Grade Teacher**

Broward County Charter Schools | Aug 2016 - June 2017

- Designed and implemented engaging lesson plans focused on English Language Arts (ELA) and Social Studies.
- Utilized differentiated instruction to meet the diverse needs of learners, tailoring teaching strategies to support students with varying academic abilities.
- Applied formative and summative assessments to regularly monitor student progress, providing timely feedback and adjusting instructional methods to enhance student achievement.
- Created a positive classroom culture by building strong relationships with students and parents, fostering open communication and a supportive learning atmosphere.
- Demonstrated classroom management skills by maintaining an organized and structured environment, encouraging student engagement and minimizing disruptions.

**First Grade Teacher**

Mater Academy Charter School | Aug 2015 - June 2016

- Designed and implemented engaging lesson plans focused on English Language Arts (ELA) and Social Studies.
- Utilized differentiated instruction to meet the diverse needs of learners, tailoring teaching strategies to support students with varying academic abilities.
- Applied formative and summative assessments to regularly monitor student progress, providing timely feedback and adjusting instructional methods to enhance student achievement.
- Created a positive classroom culture by building strong relationships with students and parents, fostering open communication and a supportive learning atmosphere.
- Demonstrated classroom management skills by maintaining an organized and structured environment, encouraging student engagement and minimizing disruptions.

**Human Resources | Assistant Director | Kindergarten Teacher**

PLA Private School | Aug 2009 - February 2015

- Taught Kindergarten students, creating and implementing age-appropriate lesson plans that fostered early literacy, numeracy, and social-emotional development.
- Managed front office operations, handling student enrollment, parent inquiries, and coordinating communication between parents and teachers.
- Led the hiring and training processes for new teachers, conducting interviews and onboarding staff to ensure alignment with the school's educational standards and values..

**Office Manager**

Family & Sports Wellness Center | Aug 2005 - July 2009

- Managed daily operations, coordinated staff schedules, and oversaw administrative tasks.
- Handled payroll, budget management, and inventory control, ensuring accurate financial reporting and timely ordering of supplies.