GENEVIEVE J. JACKSON, B.S., M.A.
Curriculum Vitae

HOME ADDRESS

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United States Citizen

EDUCATION

Master of Arts, Educational Administration: University of New Mexico, Albuquerque, New Mexico, May 1984

Bachelor of Science, Major: Elementary Education, *Minor:* Bilingual Education University of New Mexico, Albuquerque, New Mexico, August 1977

EMPLOYMENT HISTORY

District 2 McKinley County Commissioner, Gallup, New Mexico, 2011-2017
Elected official by Navajo Nation chapters and community to advocate, set policies and procedures, approve budgets and supervise county employees. To enhance county and community initiatives in rural communities for economic development and technological advancement.

Human Resource Manager, Navajo Head Start, Division of Dine Education, Window Rock, Arizona, August 20, 2012 to March 22, 2013
Direct personnel activities such as interviewing, classifying, qualifying 563 Navajo Head Start personnel for hiring, promotions, furloughing, background checks in accordance with 25 CFR Head Start policies and procedures. Work with Office of Navajo Labor Relations to ensure compliance with Union regulations. Settle disputes, grievances and appeals.

Census Enumerator, U.S. 2010 Census Bureau, Denver Regional Office, Denver, Colorado, April 14, 2009-June 2009, (temporary position)
Collecting and completing data through personal interviews. Updating addresses, home locations and adding new homes in preparation for the 2010 Census.

Principal Education Specialist, Office of Early Childhood Department, Division of Dine Education, Window Rock, Arizona, September 6, 2005- May 30, 2007.
Implemented established Head Start Performance Standards to monitor and evaluate programmatic services and develop methodology and implementation of quality standards. Consult with coordinators on program goals and objectives for accountability

with ANNCSB, DBOSBA and NNSBA and served on various school boards and committees as required.

Principal, Nizhoni Elementary School, Central Consolidated School District #22, Shiprock, New Mexico, January 1987-January 1991.
Directed and supervised a staff of 45 teachers, teacher aides kitchen and custodial personnel. Prepared and implemented district school policies, New Mexico educational standards and curriculum. Conduct yearly evaluations and performance improvement plans for teaching staff and support staff. Prepared school budgets, ordered textbooks, supplies and materials. Conduct staff meetings and training sessions for teachers and support staff. Initiated the Parent-Teacher Organization for community and acted as liaison for school district, parents and community. Ensure compliance with district and federal regulations.

Oral Language Program Monitor, Central Consolidated School District #22, Shiprock, New Mexico, September 1984-January 1987.
Develop Navajo Culture lessons and activities to enhance the Oral Language program for Native American students, K-6 in Central Consolidated School District #22. Tested and assessed students in language development and proficiency and fluency. Monitored K-6 grade classes to ensure compliance with Federal Programs Title IV regulations and the New Mexico educational standards.

Elementary Teacher, Central Consolidated School District #22, Shiprock, New Mexico, August 1977-August 1984.
Taught first and sixth grades. Prepared lessons and course objectives in alignment with NM educational standards. Prepared tests, lectured, engaged in hands on activities and demonstrated lessons for students with various learning styles and competence. Engaged in evaluations and assessments to ensure all students were learning at their optimum and maximum abilities. Networked with Exceptional Programs for delivery of services to students with emotional and limited physical and mental abilities.

Other Related School Activities:

- *President,* Federal Programs Parent Committee, Shiprock, New Mexico
- *Member,* State Department of Education Multidisciplinary Forum, Santa Fe, NM.
- *Member,* New Mexico School Administrators
- *Member,* Phi Delta Kappa, Farmington, New Mexico