

Dawn Jones
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301-537-2744

EDUCATION

University of Maryland, College Park
Doctorial Courses; Organizational Leadership, 2009

Trinity University, Washington, D.C.
Master in Administration, 2005

University of the District of Columbia, Washington, D.C.
Mass Media Department 1996-1998

The Catholic University of America
Bachelor of Music, 1982

Duke Ellington School of the Arts
High School Diploma, 1978

CERTIFICATION

Maryland Certification (Advanced Professional Certificate), Valid 1/1/2010- 12/31/2014

Certification Areas

Administrator I

Administrator II

Music PreK-12

Communications and Literacy Skills Test – “Passed”

Music Test: General Knowledge – “Passed”

Administration Test – “Passed”

EXPERIENCE

Northwestern Visual & Performing Arts High School- Hyattsville, MD 2013 - Present
Prince George’s County Public Schools

Choral Director /Applied Music

- Organize private lesson instructors and monitor student learning of repertoire
- Plan Repertoire for Performances and special occasions
- Prepare students for Juries and Senior Recitals
- Partnership with local universities
- Prepare students for county and state festival
- Prepare students for University auditions

Thomas Pullen K-8 Arts Academy-Landover, MD 2005 - 2013
Prince George’s County Public Schools

Choral Director/General Music Teacher

- Organized out of state competitions and performances: Carnegie Hall, BET Honors, Disney, Kronos Quartet, Multi Grammy winning Trumpeter accompanied Pullen Students, Music in the Parks etc.
- Planned and taught Middle School Chorus, Guitar, Sight-Singing/Music Theory and Female Show Chorus
- Prepared students for Maryland State Junior Honors Chorus
- Prepared students for High School Auditions

- Maryland Music Educators Educator's Association- In Service Conference 2013
Middle School Performance Plus: Thomas Pullen Middle School Chorus
 Baltimore Convention Center
Clinician
- Presented rehearsal techniques to music teachers in the state of Maryland
 - Conducted workshop with Pullen Middle School Chorus as a demonstration Choir
 - Demonstrated a diverse choral repertoire showing techniques for each genre
 - Taught Sight- singing techniques for different learning modalities
- Oxon Hill Elementary School, Prince George's County Public School 2003-2005
Administrative Intern,
- Observed and Evaluated assigned personnel for the purpose of ensuring that standards were achieved and performance was maximized
 - Talked with and disciplined students in cases of attendance and behavior problems
 - Assisted Principal to interview and hire teachers
- International Technology Institute, St. Kitts 2004-2006
Coordinator & Academic Advisor
- Developed Curriculum & Assessment
 - Worked with a diverse student population
 - Trained Staff
- Middleton Valley Academy, Prince George's County Public School 2001-2004
Vocal/General Music
- Created and implemented daily lessons that aligned with curriculum and state standards.
 - Produced school wide performances that included two mini musicals each year
 - Taught the use of Orff Instruments
 - Incorporated Integration of the Arts to reinforce academic concepts
- News Channel 8 1998-2000
Studio Technician
- Floor Directed
 - Operated Audio Equipment
 - Operated Cameras
 - Operated teleprompter
- Fairfax Cable Access Corporation (Channel 10) 1996-2000
Assistant Producer, American Youth Philharmonic Association
- Called the Show
 - Operated Camera
 - Edited Footage
- Sudan National Television & Radio, East Africa 1994-1995
Anchor, English Speaking News,
- Introduced news stories on air
 - Analyzed & interpreted news received from various sources
 - Edited news material
- Sudanow International Magazine, Sudan, Africa 1993-1995
Correspondent
- Traveled to various providences
 - Conducted interviews
 - Wrote and submitted articles

African Health Foundation, Washington, D.C. 1993-1995

Coordinator & Advisor

- Traveled to Sudan and supervised a group of African/American fledgling youth
- Coordinated daily operations
- Acted as liaison between the University and the students

Islamic Theological Institute Charter School, Washington, DC 1987-1993

Director

- Developed and implemented Elementary curriculum, implemented state standards and developed Graded Course Study
- Conducted Staff Development
- Implemented School improvement goals, building management, master schedule development and budget

OTHER EXPERIENCE

MCEA Middle School Roundtable at the October Conference 2013

Presenter

Multi Grammy Award Winner Jazz Trumpeter 2009-Present

Producer/ Manager

High Note Records, “*If Only For One Night*”, critical acclaim 2010

Producer

Anne Arundel County Public Schools, Middle School Choral Festival 2012

Adjudicator

Student Teacher Observation, Maryland University, College Park 2011

Mentor Teacher

In-service - New PG County Vocal & General Music Teachers- On Site Observation 2010

Clinician

Fine Arts Summer Institute- Vocal Music 2010

Clinician

Prince Georges County Honors Chorus 2006-2009

Assistant Director,

Professional Educator Induction Program (PEIP) Prince George’s County Public Schools 2007-2010

Presenter

Maryland Music Educator Association, Fall In-service 2008

Presenter

Music, Movie, Stage, Television, Musicals (See Performance Resume) 2000-Present

Performer

PROFESSIONAL ORGANIZATIONS

- *Maryland Music Educators Association*
- *Maryland Teachers Union*
- *SAG/ AFTRA*
- *Women in Television & Film*