

ROBERT ODEN

PROFILE SUMMARY (Objective)

I am looking to continue my career as a School Leader. Working as an Administrator affords me the opportunity to be a cog of a greater machine that aids in the total development (personal/social, academic and career) of the youth. I am able to experience joy and fulfillment as an Administrator because I know that every day I am part of a greater whole that is striving to cultivate and produce a culture and climate that will provide a top-tier educational experience for all stakeholders.

EDUCATION

University of Michigan, Ann Arbor, Michigan. Completed 2007

- Bachelor of Science, Kinesiology while dual enrolled in the School of Education & Minor Mathematics

University of Detroit Mercy, Detroit, Michigan. Completed 2015

- Masters of Arts, School Counseling

Michigan Association of Secondary School Principals, MASSP, Lansing, Michigan. Completed 2017

- Certification, School Leadership

LICENSES & CERTIFICATIONS

- Secondary Education Teaching Certificate – Physical Education & Health
- School Counselor (NT) Endorsement
- Licensed Counselor, LLPC

TECHNOLOGY SKILLS

- Use of Power School and Mi-Star student database/software, proficient in Microsoft Word, Excel, Power Point, Photoshop, video editing, internet usage and social media.

WORK EXPERIENCE

SCHOOL COUNSELOR EXPERIENCE

Birmingham Public Schools, Wylie E. Groves— School Counselor, grades 9-12

2022 - PRESENT

- Perform as School Counselor for 9th through 12th grade in a building of up to 1,200 students
- Utilize APEX and Graduation Alliance as tools to support student academic development and progress towards a timely graduation.
- Individual and Group counseling to address the personal/social, academic and career concerns of the population served.
- Assessment of transcripts and student profiles to properly monitor the student's academic performance and behavior which aids in appropriate interventions conducive to achieving the requirements of the Michigan Merit Curriculum.
- Collaborate with parents/guardians, educators and staff to assist students with educational, career, and life planning (executed via staffing meetings).
- NCAA Liaison for student athletes engaging with and submitting required eligibility documents.
- Proctor for PSAT, SAT, M-STEP, ACT WorkKeys, AP Testing.
- Advocate for traditional and special needs students by engaging in their IEP/EDP meetings and working collaboratively with teachers, other counselors, staff, and parents and outside resources.

Ann Arbor Public Schools, Tappan Middle School — School Counselor, grades 6-8

2019 - 2022

- Perform as School Counselor for 6-8 grades in a building of 750 students. Scheduling via PowerSchool for a caseload of over 260 students.
- Leader and facilitator of the Winner's Circle - Male Mentor Group for at-risk youth.
- Facilitator and composer of 504 plans and Achievement team initiatives to support student academic efforts.
- Curator of various systems and organizational ideas within the Counseling Department
- Use of the Naviance software for career development and leader of the annual Career Day initiatives.
- Proctor of the NWEA and PSAT standardized assessments.
- Lead of the Anti-Bullying program in collaboration with Washtenaw Area Council for Children.

Oak Park Public Schools & Southfield Public Schools, Oak Park High School & Southfield Arts & Technology — School Counselor, grades 9-12

2014 - 2016

- Perform as School Counselor for 9th through 12th grade in a building of up to 1,600 students
- Individual and Group counseling to address the personal/social, academic and career concerns of the population served.
- Assessment of transcripts and student profiles to properly monitor the student's academic performance and behavior which aids in appropriate interventions conducive to achieving the requirements of the Michigan Merit Curriculum and district.
- Collaborate with parents/guardians, educators and staff to assist students with educational, career, and life planning (executed via staffing meetings).
- NCAA Liaison for student athletes engaging with and submitting required eligibility documents.
- Coordinator, facilitator and person of contact for SAT Testing, ACT WorkKeys and AP Testing.
- Advocate for traditional and special needs students by engaging in their IEP/EDP meetings and working collaboratively with teachers, other counselors, staff, and parents and outside resources.
- Implementation and facilitation of the O.D.E.N. Group – Overcoming Difficult Environments & Negativity Group, for academic enhancement and personal/social development.
- Utilization of Career Cruising software to aid in student body support, future plans and development of their EDPs.
- Liaison for vocational programming provided by the Oakland Schools Technical Campus.

Ann Arbor Public Schools, Skyline High School — College Advisor, grades 9-12

2010 - 2014

- Implemented, developed and cultivated Ann Arbor Skyline's first College and Career Center
- Implement programming that fosters college and career exposure.
- Provide exceptional college and career guidance to over 1,500 students.
- Collaboration with multiple community resources that are conducive to the present and future development and successes of the student body.
- Act as an advocate for mainstream and special needs students by engaging in their IEP/EDP meetings and working collaboratively with teachers, other counselors, staff, and parents and outside resources.

ADMINISTRATION & LEADERSHIP EXPERIENCE

Detroit Public Schools Community District, Detroit Collegiate Prep at Northwestern & Law Academy — *Assistant Principal/Dean of Students*

2016 - 2019

- Design and implementation of a Restorative Practices and PBIS culture to mitigate misconduct and strengthen the relationships and communication amongst all stakeholders.
- Implementation of a sound in-school intervention program and head of disciplinary action – suspensions, detentions, and various other forms of intervention.
- Evaluation and supervision of the Culture Facilitator personnel (support staff), which includes providing the personnel with a blueprint to their daily flow of work duties, overseeing and directing their work efforts as well as providing them with daily guidance.
- Daily management of substitute personnel when permanent teachers are absent.
- Active member and facilitator of MME – SAT, ACT WorkKeys, M-STEP and PSAT 9/10.
- Attend, monitor and supervise extracurricular activities such as football games, plays, honor ceremonies, and various other events.
- Facilitation and participation in PLCs – Building Turn-Around Network, Grade level class-room management groups, SIG, RCT, PBIS Coach, Restorative Practices PDs, and Instructional Leadership Team.
- Observe, evaluate and support teachers in their approach to classroom management and a culture and climate conducive to learning.
- Management of school-wide social and instructional culture, including assuring all classrooms are conducive to learning, correct use of black board configuration, and assuring that our school's culture (personality) was well known school-wide.
- Support the Principal in multiple facets and communicating out to the staff, specific details that pertain to the culture and climate for the school.
- Use of restorative practices (circles and facilitated conferences) when communicating and working collaboratively with parents and teachers to provide effective intervention.
- Restructuring and overseeing the various logistics such as the flow, time schedule and overall structure and execution of the lunch program, breakfast program, arrival and dismissal processes as well as hall transition.
- Communicating and working collaboratively with parents, staff members and other stakeholders for intervention and to assure the success of their student.

AdvancED, Michigan — *Evaluation and Accreditation Personnel*

2016 - PRESENT

- Evaluation of classroom teachers, culture and climate and community to assess the educational processes, effectiveness, opportunities, resources and rigor of secondary schools throughout Detroit and surrounding areas.
- Utilization of the ELEOT (Effective Learning Environment Observation Tool).
- Presenting and providing feedback and suggestions to the administrative team and staff of critical/important needs for improvement (primary) and opportunities for improvement (secondary).

CLASSROOM TEACHER EXPERIENCE

Cherry Hill Performing Arts High School, Michigan — *Classroom Teacher, Mathematics and Health*

2007-2010

- Performed the many daily duties of a classroom teacher. Instructed daily lessons on various concepts in Algebra, Geometry and Health Education.

OTHER EXPERIENCE

Detroit Police Department, Detroit, Michigan — *Supervisor, Junior Police Cadet Summer Program*

2004-PRESENT

- Supervision and people management of 100 college age students and 1,300 9th-12th graders (cadets) to assure proper execution of their first job duties. Evaluation of college age students to determine future employment with the program.

University of Detroit Mercy, Detroit, Michigan — *Community Counselor*

2012-2014

- Individual and group counseling of voluntary and court mandated clients with concerns surrounding substance abuse, anger management, death and grief.

University of Michigan, Ann Arbor, Michigan — *Peer Counselor*

2004-2006

- Advisor for Incoming freshmen, aiding students in becoming acclimated to the university.