

Linda Martley-Jordan

Community Resource Specialist – African American Student/Parent Achievement Coordinator

EMPLOYMENT

Parent Community Coordinator SFUSD, San Francisco, Ca. 2009- Current

Connect African American students with existing site structures at Mission High School

- Conduct beginning-of-year orientation of newly incoming students & families grades 10-12 with special focus on African American population, introducing them to the school community, orientation opportunities, and available resources
- Act as liaison with the school site African American Parent Advisory Council (AAPAC) to optimize parent voice
- Meet with teachers and staff during CPT to support student academic and personal goals
- Coach teachers and staff in Culturally Relevant Pedagogy using strategies and protocols from Critical Friends Groups, Courageous Conversations About Race, and SF-CESS
- Connect students to available community services and opportunities for academic engagement and/or support
- Attend IEPs /504's for students so parents can proactively monitor student achievement during monthly and/or annual meetings
- Connect African American students with specific Historical Black College Universities and scholarship opportunities
- Impact college attendance and persistence by informing students of their post-secondary options including meeting with students and families to complete FAFSA application processes and coordinate post-secondary financial literacy workshops
- Maintain connections with San Francisco State University, UC Berkeley, SF City College Black Student Unions, NAACP Youth Council, Mission Graduates, 100 College Prep Institute, PACT Inc. Magic Zone, College Track and Bayview-Hunter Point Foundation and other CBOs

Design new structures to enhance African American academic achievement

- Facilitator and advisor for cross-grade level collaboration and intra-school student-student mentorships
- Serve as Black Student Union advisor and facilitate mentoring relationships with local higher education institutions community organizations and businesses including organizing student leadership opportunities and workshops for members of the BSU
- Promote lecture series of prominent African American professionals, artists and history makers for all students and families in collaboration with the Social Studies Department at MHS
- Provide specific support of future first-generation college students through Advisory class Grades 10-12
- Organize Rising 9th Grade Summer Program in collaboration with teachers and staff at MHS
- Collaborate with CBO's, AAPAC and SFUSD to conduct desired parent workshops
- Institute and Chair citywide college fair with more than 34 HBCU for San Francisco students
- Assist students in creating a "Student Teaching Work Sample" for students (K-5) at Cobb Elementary, the BSU, "Ujima Literacy Project

Assess African American student progress for continuous improvement

- Analyze Data to identify individuals for various academic resources, tutorial services and/or credit retrieval summer programs
- Track grade progressions of African-African Student to proactively provide academic assistance and supports
- Monitor student academics, behavior, attendance and facilitate appropriate interventions in conjunction with faculty
- Developed and maintain CEP (Constant Engagement Process) of high expectations, cultural/academic/career exposure and experiences for African American students and families
- Identify and monitor CASHEE scores of students from 10th grade onward for CASHEE support to insure 100% student pass-rate by 12th grade in collaboration with counselors and teachers

Attendance Liaison SFUSD, San Francisco, Ca. 2005- 2009

Analyze and monitor daily attendance of Malcolm X and DeAvila elementary school students, with emphasis on preventive interventions with families of truant students.

Organizer in Training SEIU International, Oakland, Ca. 2004-2005

Develop and carry out organizing campaign plans for Licensed Family Child Care Providers in Alameda County. Identify, recruit, and develop members into leaders.

Segment Producer/Editor KRON/BAY-TV, San Francisco, CA 1994 - 2000

Edit tapes, record daily feeds, conduct trouble shooting on video equipment. Supervise and assign stories to three associate editors for the Bay TV Morning Show.

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ADVISORY COUNSEL & MEMBERSHIPS

- NAACP - Youth Council
- Black Women Organized for Political Action - Youth Action Coordinator (BWOPA)
- San Francisco Alliance of Black School Educators - HBCU Chair (SFABSE)
- African American Shakespeare - Education Committee
- My Brother/Sisters Keepers – Advisor (San Francisco Chapter)
- Phi Theta Kappa Honor Society
- National Council of Negro Women (San Francisco Chapter)
- Teachers 4 Social Justice
- The Black Teacher Project

TECHNICAL SKILLS

Videotape Editing – Analog and Digital
MS Office, Adobe Photoshop 6, Final Cut Pro

Conference Center Audio/Visual Equipment
Professional Video Camera Equipment

VOLUNTEER EXPERIENCE

Nov. 2003 - Aug. 2004
Sept. 2000 - Dec. 2000
Oct. 2000 - June 2000

Reader at the Rose Resnick Lighthouse for the Blind
Teacher Assistant in Speech Classes, Laney College,
Tutor, Presidio Middle School, SFUSD

EDUCATION

Fall 2001 – May 2004

University of California, Berkeley
African American Studies
Emphasis: Social Science

Jan. 2000 - May 2001

AA Degree, African American Studies, Laney College
AA Degree, Social Science, Laney College
AA Degree, General Studies, Laney College

ACCOLADES

- Certificate of Honor from SF District Attorney
- California Legislator Assembly Certificate of Recognition: Foster Care
- City and County of San Francisco Foster Youth Services Award
- Youth Support Award from National Sorority of Phi Delta Kappa
- SFUSD Board of Education Rave Award for Special Service