

Luz Marina Arboleda

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Professional Profile

I am a person committed to my work. I have innovative ideas, and I like challenges and new projects proposed by my employer. I relate well to people, and I like to work in coordination with different offices. I have no problem working under pressure, and I like to face obstacles presented. My mission in all employment is to meet the objectives of the company and my team. I have the ability to adapt to any situation that may arise, and I relate well to different people. My goal is to fulfill my responsibilities, and I am proactive and well organized. I continually update my knowledge of progress within my profession. I have many years of experience in my field, including leadership and problem-solving. In the educational area I have worked at many levels, including management, working in groups and at the individual level. I have skill in managing staff and budgets, which has resulted in my direction of the federal MEES (Migrant Even Start) program.

Professional Experience

Languages: Spanish and English

Eustis-Farnam Public Schools
Coordinator/Spanish teacher K-12

Eustis, NE
2010-2015

Conducting the day-to-day operation of supervision, management, and teaching of Spanish. Reports, and coordination of teaching operations. Classes from Kindergarten to 12th grade.

- By Level IV Students engage in conversations, provide and obtain information, express feelings and emotions, and exchange opinions.
- Students understand and interpret written and spoken language on a variety of topics.
- Students present information, concepts, and ideas to an audience of listeners or readers on a variety of topics

**Kearney Public Schools
District Translator & Interpreter
ESL classroom language support**

**Kearney, NE
2002-2006**

Translation and Interpreting into Spanish of all district documents needed for Hispanic families, including handouts, IEP's, hearings, teacher information and Parent Teachers Conferences. Give support to the ESL teacher with new comer students. Sub teacher in case needed. Support principal in finding solutions for communication with Hispanic families, and record messages in Spanish in the family communication system.

- Serving as a liaison to the Hispanic families with the school district in order to increase the involvement of the families with the school and the community.

**Lexington Public Schools
Migrant Even Start MEES Grant Director**

**Lexington, NE
2006-2010**

Conducting the day-to-day operation of grants, hiring, evaluating, and managing project personnel, accepting the eligible families to participate, directing the parent education component, attending national meetings, completing performance reports, and coordinating with the external evaluator.

- Recruitment and eligibility of 150 migrant families in the program. Each family's children received support in the school environment.
- Every family member committed to increase their educational level. Parents learning English or getting the GED. Children setting individual goals in their classroom.
- My group named Pathways received the first position in the Nation among the MEES grants over 10 different states in US
- Perfect yearly reports
- Bringing new elements of discussion to the yearly meetings in Washington D.C.

**Nebraska Community College
Adult Education in Spanish as a Second Language**

**Grand Island, Kearney and Lexington, NE
2007-2011**

Teach Spanish classes to adults. Teaching groups of 20-25 people per class, Level I, Level II, Level III, and Level IV Conversation.

**Tacoma Migrant Project
Consulting service**

**Tacoma, Washington
2011**

Review project development and performance. Give a seminar on suggestions to improve project achievement goals. Accompany the family liaison to home visits to evaluate this objective, and suggest changes

Colegio Nuevo Reino de Granada
Transition Teacher

Bogotá, Colombia
1999-2001

Prepare students to read, write, and math concepts readiness for elementary levels.

Gimnasio de los Cerros
Academic Coordinator

Bogotá, Colombia
1988-1995

Support teachers on class planning. Supervise class development and student readiness into elementary or high school transition. Contact with families in order to solve academic delays. Work closely with teachers finding solutions to enhance student achievement. Leader for staff development days.

Aspaen
Colombia Professor:
Student Teaching Supervisor
History of Education
Disposable Material (Resource Class)

Bogotá,
1988-1995

Educational Background

Master's Degree in Educational Administration

University of Nebraska at Kearney

Kearney, NE 2012

Bachelor's Degree in Education

Elementary Education

Spanish K-12

Translation and Interpreting

University of Nebraska at Kearney (Dean's List for 4 years)

Kearney, NE 2007

Command Spanish Trainer

Central Community College

Grand Island, NE 2002

Bachelor's Degree in Child Development

Universidad San Buenaventura

Bogotá, 1976

Workshops

1991	Developing Critical Thinking Skills	Bogotá, Colombia
2004	Leap into Learning	ESU 10, Nebraska
2005	Bridges to Learning: Dreaming-Building-Sharing	ESU 10, Nebraska
2005	Bringing Languages and Cultures into Education	ESU 10, Nebraska
2006	It's a Small World	ESU, 10
2006	Making Connections in a Small World	ESU 10, Nebraska

2007	Love and Logic	Omaha, Nebraska
2007	Behaving	Lexington, Nebraska
2007	BIST	Lexington, Nebraska
2007	Parents as Teachers Supervisor	Colorado Spring, CO
2008	Leadership	Lexington, Nebraska
2009	Family Literacy Support	Sioux Fall, IO
2010	Home Visitation	Omaha, NE
2012	Reading Strategies	Omaha, NE
2014	Music: The language for All	Nebraska International Languages Association
2014	Instructional Skills and Strategies	Omaha. NE APL Associates

Relevant Experience

- 7 years as Educational Coordinator
- 25 years as a teacher levels Preschool through High School
- 8 years as professor in Education- Aspaen Bogota-Colombia
- 15 years of translation and interpreting experience.
- Director of Migrant Even Start Grant-Pathways
- Comfortable relating to people of diverse cultures
- Provide leadership for employee morale
- Unique and inside vantage point of the Hispanic and English speaking cultures