

**DR. ANITA M. TURNER**

anlisa@msn.com

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**EDUCATION & CERTIFICATES**

**Doctor of Education (Ed. D)**

**(Major Area of Study: Healthcare Education)**

Nova Southeastern University, USA – 2016

**Master of Arts in Teaching**

**(Major Area of Study: Exceptional Student Education)**

University of South Florida, USA – 2006

**Bachelor of Arts (Hons) Housing Management and  
Development**

University of Westminster, England, UK– 2002

**Educators Certificate 2005- 2026**

Florida Department of Education

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**RELATED EXPERIENCE**

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**Alzheimer's Association- Volunteer, FL, Gulf Coast Chapter**

**May 2023-Present**

Alzheimer's Association Community Educators

- Delivering presentations (in person or virtually) annually using prepared Alzheimer's Association consumer education programs on a variety of care and support topics.
- Collaborating with local Association staff to expand programs by securing community partners, scheduling presentations, delivering the programs, and managing needed materials.
- Serve as presenter for chapter-scheduled education programs and conferences.
- Connecting people with additional Association services and volunteer opportunities by proactively making referrals to Alzheimer's Association programs & free 24/7 Helpline.

**SOUTH UNIVERSITY, TAMPA FL. Adjunct Professor**

**April 2017- April 2023**

- Managed the educational process to ensure students are involved in a positive educational experience through the learning, teaching, and social environment.
- Provided course instruction that aligned with the South University model of curricula and supported University's style of system delivery.

- Designed and delivered instruction through the development of instructional plans to meet course outcomes, developed activities that supported lesson objectives, for online courses, delivered the instruction as approved within each course shell.
- Effectively utilized technology in the classroom to support the student learning experience.
- Enabled the achievement of pre-defined outcomes for student achievement and evaluation of learning by providing instruction that fosters proficiency and establishes student performance criteria and evaluation.
- Delivered learning-centered instruction by establishing an educational environment conducive to learning and student involvement and effectively planned and prepared for classes and student success.
- Promoted student success by showing flexibility in style and work schedule and engaged students in the learning process.
- Managed the educational environment through keeping accurate records, submitting grades and other reports on time, and enforcing academic and attendance policies consistent with the school, campus, or online division.
- Related professional/life/industry experience to learning by continuing professional/technical skills development, the introduction of industry perspective into courses, and the active awareness of professional/industry trends and opportunities.
- Participated in the faculty development process to enhance knowledge, skills, and abilities in learner-centered instruction.
- Communicated consistently and effectively with supervisor(s), faculty, and other university administrators.
- Contributed to the university's learning culture by participating in curriculum and system task forces, supported local campus events such as orientation and graduation, and participated in various other workshops and meetings.
- prepared students for and conducting various mandatory State, District and County assessments
- Encouraged a culture of learning that valued inclusion, mutual respect, responsibility, life-long learning, diversity, and ethics as well as personal and professional development to ensure that "No Child is Left Behind".
- Developed and implemented procedures that ensured appropriate and consistent compliance with governmental ESE regulations (including documentation of Individualized Educational Plan and Individual Family Service Plan (IEP/IFSP), Matrix, re-evaluation and dismissal process).

**DEPARTMENT OF ELDER AFFAIRS, Tampa Florida -  
Core Trainer**

**2015- Present**

- Develop a curriculum that meets the guidelines and standards for the Assisted Living Administrators (ALF) Core Training Program of the Department of Elder Affairs
- Providing instructions to prospective Assisted Living Facility Administrators in preparation for their professional examination

- Develop and conduct professional development programs for ALF Administrators
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**ASSISTED LIVING FACILITY ADMINISTRATOR**

**WESTMINSTER COMMUNITIES OF FLORIDA, ST PETERSBURG JUNE 2020- MARCH 2021**

- Responsible for all community operations, acted as contact for all staff, residents, prospects, community organizations, government agencies and the public.
- Prepared staff schedules, conducted satisfaction surveys to ensure proper delivery of service to residents, guests, and team members.
- Developed policies, procedures, and systems to ensure productive and efficient operations
- Prepared, allocated and monitored the facility budget anticipating and minimizing negative budget variances and deficits. Constantly explored means to enhance revenue and reduce expenses.
- Prepared correspondence and reports, scheduled and facilitated meetings, represented the organization at meetings and conferences and other special events. Oversaw the hiring process, developed and promoted programs for continuing staff support services to the residents
- Promoted cultural competency and developed community partnerships to access all available services.
- Oversaw the admission process to ensure required documentation is completed in a timely manner and in accordance with established policies and procedures

**ASSISTED LIVING FACILITY OWNER/ADMINISTRATOR**

**2011 -2021**

- Supervised, managed, trained and inspired a team of healthcare professionals to maintain compliance with local, state, and federal ALF regulations
- Developed policies, procedures, and systems to ensure productive and efficient operation of the facility.
- prepared, allocated and monitored the facility budget
- Prepared correspondence, reports, and other statistical data in preparation for external audits and surveys.
- Scheduled and facilitated meetings, represented the organization at external meetings and conferences and other special/social events
- Developed aging in place initiatives

**ANRIC ENTERPRISES, INC, Owner/Chief Executive Officer.**

**2008-2014**

- Provided education and support to consumers with disabilities, their parents, and employers which included negotiating job accommodations and shadowing consumers at work

- Liaised with job coaches at the Florida Division of Vocational Rehabilitation and other state agencies on behalf of consumers and provided other outreach services as needed by them
- Established business partnerships in the community
- Conducted job development and job search activities directed towards positions that are individualized to the interest of consumers and assisted them to transition into the positions
- Assisted consumers with obtaining housing, provided them with training in financial management, banking and other life skills. Coordinated community resources and natural supports
- Provided timely interventions and attended weekly /monthly meetings with employers, and other community agencies

## **OTHER EXPERIENCE**

### **SCHOOL DISTRICT OF HILLSBOROUGH COUNTY | Tampa, FL 2003-2012 & 2018- 2020 ESE Educator in English, Reading, Social Emotional Skills, Learning Strategies. Access English I & II**

- Provided support and direct instruction to students with learning disabilities in both resource and co-teach settings, and assisted with the organization, management, and coordination of supports and services provided to the students.
- Demonstrated advanced knowledge and practices of instructional and behavioral strategies and collaborated with other teachers and paraprofessionals to implement best practices of data collection, analysis, inclusive practices, and responsive instructional decisions for students with disabilities
- Monitored systems and tools designed to measure the effectiveness of various tiers of supports
- Designed and delivered job-embedded professional development in the areas of curriculum, behavior and compliance in coordination with Area Leadership Teams and Exceptional Student Education (ESE) program staff to ensure that school personnel maintained updated skills and knowledge of ESE-related best practices.
- Assisted in designing collaborative systems to support the sharing of RTI best practices.
- Prepared and conducted Individualized Educational Plans (IEP), Individualized Transitional Plans, (ITP) Family Support Plans (FSP) and Functional Behavior Assessments (FBA), held meetings and conferences with parents and guardians and prepared students for and conducting various mandatory State, District and County assessments
- Encouraged a culture of learning that valued inclusion, mutual respect, responsibility, life-long learning, diversity, and ethics as well as personal and professional development to ensure that “No Child is Left Behind”.

- Developed and implemented procedures that ensured appropriate and consistent compliance with governmental ESE regulations (including documentation of Individualized Educational Plan and Individual Family Service Plan (IEP/IFSP), Matrix, re-evaluation and dismissal process).

### **SKILLS AND KNOWLEDGE**

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- A team player with exceptional teaching (Face to Face, Hybrid, online) and team building skills and the ability to develop effective working relationships with students and colleagues.
- Excellent communication skills and experience in composing correspondence and preparing comprehensive reports.
- Outstanding ability to work effectively and diplomatically with parents, students and a variety of public organizations, community groups and government agencies, etc.
- Flexible, patient, caring and willing to take on new challenges
- Ability to motivate, support and work with stakeholders to obtain positive outcomes
- In depth knowledge of various computer applications and software including PowerPoint and Excel
- Excellent organizational and time management skills and the ability to prioritize effectively
- Strong leadership and supervisory skills