

DAWN ORCINO WILLIAMS

469 Ferry Road • Egan, LA 70531
(337) 246-1239 • dawnwilliams@louisiana.edu

EDUCATION & CERTIFICATION

Supervisor of Parish/City Materials and/or Media Centers Certification <i>Northwestern State University, Natchitoches, Louisiana</i>	2010
Educational Technology Leader Certification <i>Northwestern State University, Natchitoches, Louisiana</i>	2010
Educational Technology Facilitator Certification <i>Northwestern State University, Natchitoches, Louisiana</i>	2008
Master of Education, Educational Technology <i>Northwestern State University, Natchitoches, Louisiana</i>	2007
Library Science Certification <i>Northwestern State University, Natchitoches, Louisiana</i>	2006
Bachelor of Science, Elementary Education <i>Louisiana State University, Baton Rouge, Louisiana</i>	1995

WORK EXPERIENCE

Assistant Department Head 2018-Present
University of Louisiana at Lafayette, Lafayette, Louisiana

- Assists Department Head with administrative duties as directed.
- Creates course schedules for each semester.
- Advises students entering block course work and issues overrides.
- Maintains paperwork including course substitution forms and catalog change forms.

Instructor/Director of the Instructional Materials Center 2011-Present
University of Louisiana at Lafayette, Lafayette, Louisiana

- Maintains day-to-day operations of the College of Education's Instructional Materials Center to provide materials and services for students, faculty and staff.
- Instructs undergraduate courses in both traditional and online environments including EDCI 100, EDCI 308, EDCI 310, LBSC 311, LBSC 312, LBSC 313, and LBSC 314.

- Chairs the College of Education's Scholarship Selection Committee, which selects from approximately 120 applications per year for over 100 scholarships.
- Advises approximately 30 students per semester to assist students with successful progression towards a degree in education.
- Supervises five student workers per semester including scheduling and payroll.
- Conducts advising for first-time freshmen in summer orientation.
- Promotes and represents the early childhood and elementary education programs by attending the Major's Fair.
- Serves as Departmental Safety Coordinator.
- Assisted with NCATE data collection during the 2017 accreditation.
- Served on the University's Faculty Senate, the Honors' Convocation Committee, the Religious Activities Committee, and the Committee on Student Organizations.

Adjunct Instructor/Instructional Materials Center Interim Director 2009-2011
University of Louisiana at Lafayette, Lafayette, Louisiana

- Taught undergraduate students in EDCI 308.
- Managed the Instructional Materials Center in the absence of the director.

School Library Media Specialist 2006-2011
Mermentau and Evangeline Elementary Schools, Acadia Parish, Louisiana

- Operated, maintained, and organized two elementary school libraries.
- Worked directly with administration, faculty, staff, and students to provide instructional materials as needed.
- Inventoried school assets and library material annually at two schools.
- Collected data and completed the annual School Technology Survey for Mermentau Elementary.
- Served as Textbook Administrator for two schools
- Served as Evangeline Elementary School's Webmaster by maintaining the school's Webpage and calendar.
- Facilitated professional development for faculty and staff by providing training on how to create Webpages, how to navigate Wikis, and how to navigate Destiny, EBSCO and World Book Online.

Fifth Grade Teacher 2004-2006
Evangeline Elementary School, Acadia Parish, Louisiana

- Taught and implemented various teaching techniques and programs to meet the Louisiana curriculum standards in a self-contained classroom setting.
- Prepared students for the IOWA exam.
- Served as 4-H Sponsor.

Fourth Grade Teacher

2001-2004

Estherwood Elementary School, Acadia Parish, Louisiana

- Taught and implemented various teaching techniques and programs to meet the Louisiana curriculum standards in a self-contained classroom setting.
- Prepared students for the LEAP exam.
- Served as 4-H Sponsor and as Student Council Sponsor.
- Improved teaching and learning by writing and implementing a grant for the acquisition of materials

Elementary Teacher

1995-2001

Ross Elementary School, Acadia Parish, Louisiana

- Taught first, third, and fifth grades in self-contained and departmentalized settings.
- Implemented various teaching techniques and programs to meet the Louisiana curriculum standards.
- Prepared students for the IOWA exam.
- Served as yearbook sponsor.

ACCOMPLISHMENTS AND AFFILIATIONS/MEMBERSHIPS

- 2019 – Presenter at the Canadian Institute of Reading Recovery annual conference
- 2018 – UL Lafayette STEP Grant Recipient
- 2018-Present – Representative for the University Enrollment Strategic Planning Team
- 2017-18 – Member of the UL Lafayette Student Organizations Committee
- 2018-19 – Member of the UL Lafayette Freshmen Convocation Taskforce
- 2017- UL Lafayette STEP Grant Recipient
- 2012-2015, 2017 – Outstanding Advisor Award for UL Lafayette
- 2002-2018 – Outstanding Volunteer for the Acadia Parish 4-H
- 2012-Present – Chairperson, College of Education Scholarship Selection
- 2013-2015 – Member, UL Lafayette Faculty Senate
- 2008 – Workshop Presenter at the National AITC Conference in Costa Mesa, California
- 2007 – Workshop Presenter at the National AITC Conference in New Orleans, Louisiana
- 2007 – Agriculture in the Classroom (AITC) Louisiana Teacher of the Year.
- 2005 – Acadia Parish Elementary Teacher of the Year
- 2005 – Evangeline Elementary School Teacher of the Year
- 2004-Present – Member, Acadia Parish Agriculture in the Classroom Women’s Committee
- 1995-2009 – Member, Louisiana Federation of Teachers

DAWN ORCINO WILLIAMS

469 Ferry Road • Egan, LA 70531
(337) 246-1239 • dawnwilliams@louisiana.edu

References

Dr. Lucy Begnaud, Retired Assistant Professor/EDCI Faculty
lbegnaud@louisiana.edu
(337)654-3454

Ms. Adele Buillard, UL Lafayette Director of Scholarships
adele@louisiana.edu
(337)278-2049

Dr. Gerald Carlson, Dean Emeritus
gcarlson@louisiana.edu
(337)296-5962