

# Narietha D. Carter-McClain, MPSA

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## Summary

A highly skilled, strategic leader with prior experience at Texas A&M in a community relations role. Committed to championing a culture of equity, diversity, and inclusion by building relationships with communities to serve the needs of underrepresented populations.

Experience in strategic planning, development, and management of diversity-related projects focused on closing the receiptment and achievement gap regarding historically underserved groups, including income, race, & gender.

## Related Work Experience

### **FBISD (Elkins HS) – College & Career Readiness Advisor** 2013-Current

- Created first ever district-wide partnership with Workforce Solutions resulting in expansion of post-secondary opportunities for students needing employment immediately upon high school graduation as well as funding to cover the entire cost of acquiring high skills as well as pursuing college degrees and workforce certificates via the Work Based Learning Initiative.
- Principal creator of the college going culture and efforts on one of the most diverse high school campus' in Texas, leading to the campus being awarded the 2020 College Success Award from greatschools.org.
- Committed to supporting a multicultural environment and student body through increase of scholarship award totals from \$7 million to \$27+ million
- District RFP (Review For Proposal) Committee Member for Naviance (College & Career Readiness On-line Platform) & member of Naviance District-wide Taskforce that resulted in selecting and contracting with Naviance by Hobson
- Creation and facilitation of virtual training for staff and employees to ensure consistent experience and quality for students and stakeholders
- Naviance: Site Manager & District-wide Taskforce Member
- 90% college applicants and 100% post-secondary plans, including military, technical school, etc. ensuring that all students have a post-secondary plan and roadmap to effectively transition to students' college/career/military post-secondary journey
- Creation of first-ever Virtual District-wide College Month with 1000's of student and parent attendees, including concept origination, securing speakers, communication and marketing of event, and hosting webinars
- Evaluated Return on Investment (ROI) of Virtual College fair with focus on continuous improvement to ensure high quality for the next event
- Co-teach for AVID - 11th & 12th grade classes once per week, while being sensitive to the different learning needs of all participants
- Community Based Leadership Team Member with focus on continuous improvement and review of current practices to ensure support of diversity initiatives.
- Creator and fundraiser for annual *Etiquette Luncheon & Career Expo* and recruited support and involvement from key community leaders, including HEB, BVSCU, Lopez Mex Restaurant, HCC, Wharton County Junior College, PTO, and others
- Prepared district-wide professional development proposal and cost benefit analysis, resulting in secured PD funding for College & Career Readiness through data-driven, analytical approach
- Effectively communicates with students, parents, and visitors to address needs and balance the interest of the organization
- Adherence to government regulations, ensuring safety and compliance

### **Houston Community College – Adjunct Professor of Government** 2013-Current

- Instructs dual-credit and weekend college courses at HCC – Virtually
- Develops and implements methods of teaching to meet the needs of varying learning styles, backgrounds, and experiences

## Education

### TEXAS A&M UNIVERSITY

#### 2021 – PROJECTED

- PhD Student
- Ed., Leadership, Policy, & Admin.  
Focus: Student Success through Community Engagement, Closing the Receiptment & Achievement Gap,
- P-16/P-20, College & Career Matriculation, and Job Training

#### 2011

- Masters Of Public Service Administration
- Focus: Education Finance & College & Career Readiness
- Certificate for Advanced International Studies - Bush School of Government
- Dropout prevention research
- Program effectiveness evaluation

#### 2005

- BA In English Bus/His Minors  
Professional Writing Certificate

## Key Skills

- Certified On-Line Instructor, HCC
- Educational Outreach
- Vision and Roadmap
- Strategic Planning
- Continuous Improvement Focus
- Leveraging Strategic Partnerships
- Community Coalition Building
- Educational Systems Training
- Project Management
- Financial Aid Expert
- Initiator & Innovator
- Continuous Professional Development
- Identifying needs of diverse populations & meeting those needs through strategic programming & stakeholder partnerships

## Office & Web Tools

- Microsoft Office Suite (Word, Excel, Powerpoint, Outlook, Access, Project)
- Naviance And Xello
- Skyward & Banner
- Schoology & Canvas

## International Experiences

- 2003 Italy, Gov & Ed. Policy Focus
- 2005 TAMU Qatar-University Ambassador. Observed Females In Middle East Region Participating In Co-Ed & Singular Sex Education
- 2007 China, Diplomacy & P-16 Ed. Policy

## Government Involvement

- 2007 – Testified at Texas Legislature As A Witness for Texas A&M University's President's Office in Top 10% Admissions Law Change Hearings
- Member of Local NAACP

- Collaborates with fellow professors to ensure consistent student experience and departmental growth
- Focus on collaboration and effective communication with stakeholders at all levels to positively impact the student experience

**Bryan Collegiate & Mary Catherine Harris Go Center Coordinator 2012-2013**

- Conducted recruiting and hiring efforts of additions to existing direct report team
- Management of a team of 8 staff (utilizing the near peer model framework), providing strategic direction for growth
- Coordinated advisement and academic tutoring of secondary students and their families, including first generation college students, English Language Learners, low-income students, and non-traditional students on college and career advising, including admissions, academic majors, and financial aid resources
- Creation and management of annual budget, staying within budget targets, including fundraising to help counteract budgeting cuts
- Increased student college aid by 75% - overseeing college centers, corresponding budget & staff at 2 campuses
- Collaboration with community/volunteer groups to create scholarships for at-risk students
- Leveraged various computer systems, including customer relationship management (CRM) and data processing software.
- Worked closely with the local Texas Workforce Commission Office to facilitate student participation in the Workforce Investment Act (WIA) programming
- Built partnerships with technical training programs and area community and 4-year colleges, through community and family outreach and communication, to recruit and funnel students into in-demand middle careers and collegiate access for higher level careers

**Site Director - Champions Extended Learning Program 2010-2011**

- Planned and implemented curriculum-based daily activities, considering diverse student needs in all areas of content development
- Collaborated to establish performance goals and measured progress against targets, making recommendations for changes as needed to meet goals.
- Supervised staff assistants daily, temporary site assistants and several *Reads and Counts* tutors
- Improved processing of *Texas Works* child-care reports/correspondence resulting in increased number of clients paying on time/past due fees
- Ensured compliance with policies, while supporting a positive customer and student experience
- Served as a campus and community partner to host events to engage parent and community groups through after school activities, both fun and educational in nature.
- Demonstrated excellence in written and verbal communication skills with a variety of audiences

**Texas A&M University**

**Community Relations Coordinator-Financial Aid Outreach Office 2007-2008**

**Community Relations Coordinator-Co-Appointed Honors & Financial Aid 2006-2007**

- Advised prospective /current students on admissions, academic majors, and financial aid resources
- Researched, established, formalized, and sustained educational outreach coalitions in the Houston/Dallas/San Antonio regions to best facilitate initiatives to recruit high achieving minority students
- Strengthened relationships between the University and community as a representative of TAMU, including BFSN and Hispanic Network
- Developed marketing tools, created and facilitated programs to attract high-achieving students through presentations to community stakeholders
- Facilitated focus group sessions to understand diverse customer needs are heard and considered

**Awards/Honors**

- 2020-2021 TACAC Fellow
- 2019 Nova Southeastern Univ. - Excellence in College Counseling Award
- 2018 Winner of HCC Faculty Teaching Excellence Award
- 2016/2017 Achieved Top Scholarship Award Totals of FBISD 11 High Schools
- Aug 2016 Noble Knight (Employee of the Month)
- 2009 Regent's Graduate Fellowship
- 2005 Buck Weirus Spirit Award Recipient
- 2004 Aggie Leader Scholarship Recipient English National Honor Society
- 2003 African American Student Leadership Institute's Mentor of the Year Award Winner

**Presentations, Panels, & Publications**

- 2020 TAMU BFSN *Aggie Conversations* Speaker
- 2019-2021 - TACAC Middle Management Institute Professional P-16 Panel
- 2020 - Salient Post-secondary Issues of Minoritized Recent High School Graduates In Texas. - TABSE Annual Conference
- 2020 - What Happens When "Good Enough" Displaces "College Match"? - TACAC 2020 Annual Conference (rescheduled due to Covid) Presented Oct. via statewide webinar
- Summer 2020 - HARN (Houston Area Recruiting Network) High School Counselor Panel - The Changing Landscape of College Admissions Advising Due to Covid-19 Spring 2020 - 11th & 12th Grade On-line
- Summer 2020 Drake Univ. Roundtable of Texas College Counselor Rockstars
- Spring & Fall 2020 College Navigation & Application Tutorials in response to Covid-19, re-imagining all Advising & Programming processes to accommodate a virtual format
- D-MARS community newspaper
  - Contributing writer 2007/2008
  - Secured coverage of admissions outreach offices

**Sponsor**

- Creator & Sponsor of College & Career Readiness Stars - A near Peer Model Student Club that facilitates a student to student college/scholarship mentorship model, including programming and after school/lunch period workshops.
- Sponsor of Chick Fil-A Youth Leaders Academy Campus Chapter

- Sustained and expanded existing university outreach initiatives, including leading coordination of grant funded enrichment camps, financial workshops, and college readiness seminars
- Supervised student workers and served as a mentor to students struggling to adjust academically and/or socioeconomically to the University by connecting them with appropriate resources
- Developed progress/budget reports and media communications including radio, television, print, on-line materials
- Effectively multi-tasked to balance needs of multiple individuals and departments
- Increased recruitment and matriculation of hard to reach socioeconomic communities through highly publicized outreach events and initiatives by securing nationally recognized spokespersons including professional athletes and a CNN correspondent

## Additional Experience

- THECB Division of Planning & Accountability & P-16 Initiatives – Workforce Trends Research Intern (2013)
- Instructional Leadership Capstone, MA of Edu. (Dr. Webb-Hasan), *Graduate Assistant* (2012-2014)
- Study Abroad Programs, Academy for Future International Leaders, *Graduate Assistant* (2010)
- Financial Aid Outreach, Graduate Assistant (2008-2009)
  - Oversaw Brazos Valley Outreach Lumina Foundation Funded Summer College Exploration Camps & FAFSA Workshops at local high schools serving parents and students as well as in partnership with local community groups (2008-2009)
- Summer Congressman Chet Edwards, Congressional Intern (2006)
  - Focused on Education Policy Research
- Mahoney and Associates Attorneys at Law, Law Assistant (Winter 2004)
- Office of Undergrad Services & Honors Programs, *Community Outreach Intern* (2004-2006)
- Summer Intern - Black Women United for Action (BWUFA) via The Washington Center for Internships & Academic Seminar
- Texas A&M University – College Station, TX (2002)
  - Office of Student Financial Aid Peer Advisor (2002-2003)
  - Office of Student Financial Aid Customer Service Student Worker (2000-2001)

## Leadership

- TACAC Drive-In Workshop Co-Chair, Leading and supervising 6 regions (2020 & 2021)
  - This includes project management of virtual events and content creation
  - Supervision of members for TACAC for six regions throughout the state
- Secondary Curriculum Coordinator, TACAC Secondary Middle Management Institute (2020 & 2021)
- Co-Chair, TACAC Secondary Middle Management Institute (2019)
- FBISD School Counselor Task Force Member (2018-2019)
- Scholarship Coordinator @ Elkins HS (2013-Current)
- Elkins HS Community Based Leadership Team Member (2013-2016)
- Associate Minister - Hollows Springs Baptist Church (2013-Current)
  - Oversees all on-line content, community programming/outreach, and marketing virtually and in-person through the management of church volunteers
- Co-Chair 2006 & 2008 – TAMU Black Former Student Network Summit
- Student Advocate Community Relations, SGA Exec Council (2004-2005)
- Student Advocate Experiential Learning, SGA Exec Council (2003-2004)
- Candidate for Student Body President at Texas A&M University (2004)
- African American Student Leadership Institute Mentor (2003-2004)
  - Created the *AASLI Madea Family Reunion* aimed at providing an environment for food, fun, and fellowship the weekend before school began for Black current and incoming students

## Media Experience

### Radio

- Bryan Community Radio to Discuss Early College High School Opportunities & Application – 2013
- Houston Community Radio- 2008 - Discussed Texas A&M University Admissions & Financial Aid Outreach Efforts

### TV

- TAMU Financial Aid Outreach - Morning TV Show -KBTX
- TAMU Broadcast Student Leader Interview Of TAMU President, Dr. Robert Gates

## Example of Efforts & Initiatives

<https://www.fortbendisd.com/site/Default.aspx?PageID=13645>

<https://www.fortbendisd.com/site/Default.aspx?PageType=3&DomainID=4&PageID=1&ViewID=6446EE88-D30C-497E-9316-3F8874B3E108&FLexDataID=95988>

[https://youtu.be/OxD--tLRl\\_Y](https://youtu.be/OxD--tLRl_Y)

<https://youtu.be/E3GZG4RMH4M>

<https://youtu.be/1LRLCLTY5vM>

<https://sway.office.com/zlhVNUMCVEQL6yD6?ref=link&>

<https://www.fortbendisd.com/site/Default.aspx?PageID=13645>

## Philanthropy

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*Cultured Consulting Cares – Founder*

2016 - Current

- Assist students and adults in need with college, career, and financial aid advising, free consulting for job training program identification, and free resume writing, interview, and grooming/wardrobe prep.
- Assists with local churches, non-profits, and small businesses with marketing/branding/ and organizational strategies and policy development
- Spearheaded *Communities & Schools & Houston Aids Foundation* fundraising efforts, back-pack drives, and make-overs for children and adults in need through a partnership with *True Perfection Hair Studio*.

## References

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- Lynn Barnes – UTSA - VP For Strategic Enrollment  
[Lynn.barnes@utsa.edu](mailto:Lynn.barnes@utsa.edu) (210) 458-4041
- Roger Martinez – TAMU Director - Community Outreach  
[rmartinez@tamu.edu](mailto:rmartinez@tamu.edu) 979-845-5249
- Jennifer Chadwick – Assistant Director of Counseling & College, Career, & Military Readiness – [Jennifer.Chadwick@fortbendisd.com](mailto:Jennifer.Chadwick@fortbendisd.com) (281) 634-2230
- Dr. Terry Sheneman – Former FBISD CCR Coordinator  
[Terry.sheneman@gmail.com](mailto:Terry.sheneman@gmail.com) (512) 789-8094
- Lita Skinner – Principal  
[Lita.Skinner@fortbendisd.com](mailto:Lita.Skinner@fortbendisd.com) (281) 634-2605
- Nakisha Burns – Exxonmobil Beaumont Area Public & Government Affairs Manager, [Myles1908@yahoo.com](mailto:Myles1908@yahoo.com) (713) 336-3117
- Amie Jean - Former Student/Mentee & VP of UT Austin's Student Government Association (Worked closely with student to secure funding to pay for her 1st 4 years of college through scholarships & grants)  
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