KIMBERLY A. GOMEZ

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OBJECTIVE

I am a highly driven, personable, and motivated professional with valuable experience in a supervisory position. I hope to bring my strong professional background, education, and skills to a rewarding role with an influential organization.

SKILLS

Bilingual (English/Spanish)
Interpersonal Skills
Public Service Motivation
Project Management
Continual Learning
Able to work independently
Supervisory Skills
Written Communication Skills
Oral Communication Skills
Holds Integrity and Honesty
Proficient in Word, Excel, and Outlook

CERTIFICATES

Child Care Licensing Non-Expiring Director's Certificate- Jan 2018

TXAEYC Child Care Health Consultant in Texas- May 2019

ACCD Online Teaching Certification
August 2023

EXPERIENCE

CHILD CARE QUALITY MANAGER WORKFORCE SERVICES SPECIALIST- CHILD CARE WORKFORCE SOLUTIONS ALAMO

November 15, 2021- present

- Responsible for producing high-quality results by applying technical knowledge, analyzing data/problems, risk assessment by assisting contractor in developing plans for quality initiatives, which may include contracting for services, coordination with other partners, and evaluating effectiveness of activities that are result driven.
- Leading individuals in meeting the organization's vision, mission and strategic goals to strengthen the workforce.
- Participation in the ACES committee that fosters inclusivity in developing others
- Establish and participate in strategic change within the organization and with community collaborations
- Oversee the expenditures of an annual budget of 8 million for Child Care Quality activities
- Monitor the progress the states requirement of over 550 Child Care provider that accept Child Care scholarships in the Alamo region.
- Develop approaches to implement new legislation.
- Oversee Quality Assurance activities to ensure contractor performance.
- Provide technical assistance and assistance with automation problems/resolutions.
- Track data for monthly and quarterly reporting.
- Provide, organize and deliver professional development opportunities to CCS and TRS providers in the Alamo area.
- Leading change by collaborating with community partners to create and implement a quality pathway

ADJUNCT ALAMO COMMUNITY COLLEGE DISTRICT- SAN ANTONIO COLLEGE

January 2023-Present

- Responsible for teaching undergraduate courses in Early Childhood through in person and hybrid setting
- Maintain attendance records, submit grades on time, and provide constructive feedback as well as other relevant information to students throughout the semester. Create and maintain accurate syllabi that incorporate departmental, college, cross-college, and instructor requirements.
- Use technology appropriate to the nature and objectives of courses and programs and communicate clearly to students' expectations concerning the use of such technology.
- Use a variety of techniques to assess student learning as applicable by academic discipline and specific course.
- Integrate concrete, real-life situations into learning experiences as appropriate to encourage critical thinking, interdisciplinary skills, and teamwork.

 Employ methods that develop student understanding of disciplinespecific thinking, practices, and procedures, and, where applicable, interdisciplinary applications, to create academic literacy.

NON ADJUNCT FACULTY TEXAS A&M UNIVERSITY SAN ANTONIO

September I, 2021-Present

- Responsible for teaching undergraduate courses in Early Childhood through in person and hybrid setting
- Maintain attendance records, submit grades on time, and provide constructive feedback as well as other relevant information to students throughout the semester. Create and maintain accurate syllabi that incorporate departmental, college, cross-college, and instructor requirements.
- Use technology appropriate to the nature and objectives of courses and programs and communicate clearly to students' expectations concerning the use of such technology.
- Use a variety of techniques to assess student learning as applicable by academic discipline and specific course.
- Integrate concrete, real-life situations into learning experiences as appropriate to encourage critical thinking, interdisciplinary skills, and teamwork.
- Employ methods that develop student understanding of disciplinespecific thinking, practices, and procedures, and, where applicable, interdisciplinary applications, to create academic literacy.

SENIOR MANAGEMENT ANALYST (DHS) CITY OF SAN ANTONIO

April I, 2021- November 29, 2021

- Responsible for providing guidance, technical support to CCQI department staff, coordination and implementation of all TRS provider related activity and monitoring within the required timeframes.
- Assist management with the implementation of contract goals, budget, tracking multiple activities, project planning, gathering data for monthly and quarterly reports, expense reports, oversee 400k budget, requesting quotes and procurement, approving SC in SAeP, analyze data, recruitment of child care providers, interpret policies and procedures and the implementation of procedures to gain commitment to new and evolving policies and programs, including the evaluation of the impacts of the program implementation.
- Provide, organize and deliver professional development opportunities to CCS and TRS providers in the Alamo area.
- Oversee the Child Care Quality activities, approved quality plan and budget for the Alamo area.
- Collaborating with partners such as Prek 4SA, United Way, Family Service Association, ACCD, Texas School Ready and Region 20 to align the quality activities in improving the quality of child care programs in the Alamo area.
- Supervise TRS Mentor team and Administrative Associate
- Engage with the public to communicate a State 4 Year review of the quality improvement rating system.
- Provide opportunities for parent education and parent involvement opportunities to provide resources and understanding of their child's development.

LEAD, CHILD CARE QUALITY INITATIVES/TRS MENTOR C2 GPS- SAN ANTONIO, TX

June 4, 2018- March 31, 21

- Responsible for providing guidance, technical support to CCQI department staff, coordination and implementation of all TRS provider related activity and monitoring within the required timeframes.
- Assist management with the implementation of contract goals, budget, tracking multiple activities, gathering data for monthly and quarterly reports, expense reports, requesting quotes and ordering material, requesting purchasing in Microix, analyze data, recruitment of child care providers, interpret policies and procedures.
- Lead the Quality Initiatives Activities to ensure the success of early childhood education providers by providing direct assistance to help ECE programs to establish DAP learning environments, best practices, provide guidance for lesson planning, support in improving abilities and skills through observation, practice assessments and modeling.
- Data entry provider notes, and documentation into program management system.
- Conduct classroom observations using monitoring tools such as CARF/FARF, NAEYC, observation tools and the ITERS/ECERS.
- Provide professional development to providers to meet CCL requirements, and regulations. Stay up to date with federal laws that govern early childhood services.

INTERIM SITE MANAGER, CHILD CARE SUPERVISOR, STAFF COORDINATOR, LEAD TEACHER DCSSA- SAN ANTONIO, TX

March I, 2004- May 18, 2018

- Develop, implement, oversees all elements of children's developmental program activities to include environment, equipment, and materials, program, structure, activities, and experience, and supportive interactions and positive social development
- Coordinate day-to-day staffing and manage maintenance of facilities to ensure safety for clients and staff.
- Communicate with parents regularly regards to children's development, special education needs and services and child progress toward goals.
- Support program in maintaining NAEYC and Texas Rising Star Accreditation.
- Guides management in applying comprehensive environmental and program assessment such as the Early Childhood Environment Rating Scale and Child about probability assessment.

EDUCATION

M.ED IN EARLY CHILDHOOD EDUCATION- AUGUST 2020

Texas A&M University of San Antonio- GPA 3.5 San Antonio, Tx

BAAS IN EARLY CHILDHOOD EDUCATION- AUGUST 2017

Texas A&M University of San Antonio- GPA 3.5 San Antonio, Tx

Summa Cum Laude

AA IN EARLY CHILDHOOD AND FAMILY STUDIES- AUGUST 2017

Palo Alto College San Antonio, Tx

AAS IN EARLY CHILDHOOD AND FAMILY STUDIES- AUGUST

St. Phillip's College San Antonio, Tx