

CYNTRELL LEGETTE, MBA

LEARNING FACILITATOR

ABOUT ME

Cyntrell has dedicated her career to helping individuals discover their academic, career, and personal life paths. Her career journey spans over 15 years in the education field in roles as an Administrative Assistant and Counselor. During her role as an Administrative Assistant, she oversaw campuses' budgets and financial statuses on a regular basis. Part of that role was to also use her expertise in assisting campus principals in creating budgets, monitoring budgets, and making adjustments to the budget depending on campus needs. She has been instrumental in implementing cost-effective practices to improve campuses' operations, systems, and processes. Throughout her professional experience, she has always sought to build trust and effective communication between the district operation department, campus administration, and herself to ensure laws, standards, and expectations were met. Now, in her role as a Counselor, she has brought those same principles to working with students in higher education. Mrs. Legette's expertise centers on facilitating topics in administration and office management, bookkeeping and accounting, career planning, mental health, and K-12 education.

EXPERIENCE

Learning Facilitator, edOpp Solutions LLC

Delivers innovative, intensive, and interactive multi-day/weeklong workforce development learning programs and experiences in a defined area of expertise to meet the needs of an identified client or community partner. Utilizes a variety of teaching methods and materials that are appropriate for adult learners with diverse educational backgrounds, experiences, and learning styles. Continually improves the quality of instruction by researching and utilizing innovative methodologies, techniques, and delivery methods. Shares personal experiences and stories relevant to the subject matter to further support comprehension and real-world application. Researches literature and other materials to assure learning programs and experiences are developed to the most current evidence-based practices in the subject of the learning program. Evaluates adult learners to measure their progress in achieving training/course objectives and encourage student reflection on the learning progress. Strengthens student relationships by teaching to the heart, mind, and spirit. Champions edOpp Solutions to client and community partners.

Counselor, Midlands Technical College

Assists students with individual career planning, identifying majors and occupations they might find appropriate and fulfilling, career assessments, and information on education alternatives. Provides personal counseling to assist students with personal issues that may interfere with short-term academic issues such as coping skills, crisis management/intervention, life transition, sexual assault, grief/loss, etc.



LEARNING PHILOSOPHY

"I believe in showing my students that I'm empathetic to their life challenges, genuine about helping them achieve success, and flexible in my facilitation style. If I build authentic, professional relationships will all my students to show them that I care, the learning possibilities are limitless. "

EDUCATION

Cambridge College

*Master's of Education in School
Guidance Counselor*

Webster University

*Master's of Science in
Professional Mental Health
Counseling*

University of South Carolina

*Bachelor's of Science in
Criminal Justice*

CERTIFICATIONS

Licensed Professional
Counselor

Board Certified Assistant
Behavior Analyst

Intuit QuickBooks Online
Certified User

EXPERTISE

Administrative & Office Mgmt.

School Operations

Bookkeeping

Employee Payroll

Career Services

Academic/Personal Counseling

Student Academic Intervention

Adult Learning