



KIMBERLEE TECHEIRA, M.A

LEARNING FACILITATOR

LEARNING PHILOSOPHY

"I'm a true believer that when you know better, you will do better! Inspiring team cohesiveness, self-reflection, and an open mind to behavioral changes are the hallmarks of my teaching."

EDUCATION

Texas Real Estate Commission
Licensed Realtor

Texas Real Estate Commission
Certificate of Achievement

University of Houston
*Master of Business
Administration Management*

CERTIFICATIONS

**American Society of
Administrative Professionals**
*Professional Administrative
Certification of Excellence*
National Retail Federation
Customer Service & Sales Specialist

EXPERTISE

Conflict Management
Budget Implementation
Project Management
Business Consulting
Strategy Development
Logistics Coordination
Negotiation Tactics
Curriculum Development
Advertising/Marketing

FUN FACT

"I try and have an Annual Niece and Nephew Day every year, which lets me have fun, and celebrate with all of my nieces and nephews!"

ABOUT ME

As a true believer in the importance of building relationships with students and clients, Kimberlee brings over 15 years of leadership experience from the higher education and business sectors to edOpp Solutions. She understands the value of community education programs and workforce training initiatives to assist students in achieving their career aspirations. Kimberlee facilitates with a performance driven, yet compassionate mindset, where she teaches students the importance of gaining workforce skills while balancing life challenges. She has facilitated on leadership, strategic planning, conflict management, trust and communication, customer service and sales, and business administration.

EXPERIENCE

Learning Facilitator, edOpp Solutions LLC

Delivers innovative, intensive, and interactive multi-day/weeklong **Workplace Learning (WPL) and Workforce Development (WD)** 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 which 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. Evaluates adult learners to measure their progress in achieving training/course objectives and encourages student reflection over learning progress. Strengthens student relationships by teaching to the heart, mind, and spirit. Champions edOpp Solutions to client and community partners.

Licensed Realtor, Better Homes and Garden Real Estate

License Realtor offering a full range of services and high level of performance to help individuals reach their real estate goals whether investing, selling, buying, or leasing. Brought buyers and sellers together to build a better community using innovative technology, sophisticated business systems and broad appeal of a lifestyle brand.

Director of Community Education, Lee College - Community Education Department

Provided direct leadership, administration, and advancement of community educational staff to ensure guidance and transparency on operations across the college. Created strategic goal settings and identification of key performance indicators for accountability and assessments. Programming innovation and articulation of pathways that connect CE to workforce and AA degrees. Collaborated with credit faculty to identify new community education courses and programs to enhance the education structure. Managed annual operating budget using a profit center approach including, but not limited to payroll, instruction, programming, operating expenses, and marketing campaigns.