

DAWN ABERNATHY

To obtain a position utilizing my professional experience and my dedication to creating a positive work environment and inspiring people to succeed utilizing various strategies.

EDUCATION

National-Louis University, Skokie, IL

- Master of Arts in Teaching
- Graduation Fall 2010 Type 03 credential

University of Miami, Coral Gables, FL

- Bachelors of Art
- Double Major – Politics & Public Affairs and Public Relations
- Minor - Marketing

WORK EXPERIENCE

5/2013 – Present, Elected Trustee- Village of Mundelein, IL

- Board meetings 2nd & 4th Monday of month
- Budget for entire Village departments including Police and Fire Departments
- Executive planning for downtown and surrounding village.

8/2014 – Present, Substitute Teacher, Mundelein School District 75

1/2011 – Present, Substitute Teacher, Round Lake School District 116

1/2009 – Present, Substitute Teacher, Fremont School District 79, Mundelein, IL.

9/2001 – 11/2006 Development Director, Santa Maria del Popolo Church and School

- Developed successful 1.5 million-dollar capitol campaign
- Oversaw construction of million-dollar gym/parish center
- Interacted with school committees in all areas of fundraising

VOLUNTEER EXPERIENCE

- Mundelein MainStreet – Board Member
- Mundelein Pride – Board Member
- MVH Rotary Club – Paul Harris Fellow
- Mundelein Lions Club – volunteer
- Carmel Catholic High School – Director, Street Scenes

SKILLS

- Microsoft Office Suite, Publisher, Adobe Photoshop, Quark Express, Web Design
- Grant Writing

REFERENCES – Available on Request