

## **Mindy L. Dupee**

### **Experience**

#### **DuPage Animal Hospital, Villa Park, IL – Co-Manager**

2010 - Present

- Oversees hiring, training, and evaluating employees
- Motivates employees with positive feedback and incentives
- Creating Innovative Marketing Techniques
- Responsible for coordinating maintenance and updating structural and technological features inside and outside of building
- Encourages and supports staff in continuing education in their field
- Responsible for researching newest practices and technology in the veterinary discipline
- \* Assists with budgeting and daily finances in the practice

#### **Streamwood Choral Society/Streamwood High School, Streamwood, IL – Vocal**

Teacher August - May 2020 - Present

- Instructed students privately in vocal pedagogy and performance skills
- Assisted with preparing students for vocal competitions both privately and as a group
- Encouraged students to build self-confidence in performing and their talents
- Wrote letters of recommendation to colleges and universities for students

#### **School District U-46, Elgin, IL – Consultant and CE Presenter**

September 2014-2018

- Provided Continuing Education workshops on team building
- Provided Continuing Education workshops on integrating and accessibility to general education providers within the special education classroom
- Provided Continuing Education workshops for self-care

#### **GlenOaks Therapeutic Day School, Glendale Heights, IL – Music**

Therapist/Teacher September 2001 – August 2008

- Collected and analyzed data gathered during therapeutic sessions while customizing treatment plans for the individual
- Integrated behavioral, developmental, and neurological approaches into treatment plan
- Demonstrated innovative and diverse methods to meet clients various needs
- Prepared and maintained required documentation for over 150 IEP's yearly
- Participated in IEP meetings with faculty and families from several districts serviced
- Created theater and choir program for middle school and high school students with performances
- Wrote grants to increase musical instrument availability for students
- Created and implemented a program to increase students' participation in outside musical leisure activities including taking students to Chicago Symphony Orchestra, Chicago Lyric Opera, Blue Man Group, and Goodman Theater yearly.

### **Volunteer at/with:**

Girl Scouts of Northern Illinois, May Whitney Musicals, Middle School North Theatre, Cricket Theater, Arts in Bartlett Galas, Girls on the Run, Peace for Pits, Lake Zurich High School Theatre

### **Education**

**Illinois State University, Bloomington-Normal, IL – BFA Music Therapy and Psychology May 1999**