

CURRICULUM VITAE
Mary Rachael Dubois

EDUCATIONAL BACKGROUND

1. **Master of Arts**, Texas A&M-Corpus Christi, May 1994. Major Areas: Interdisciplinary Studies: Speech Communication (18 hours), English and Psychology
2. **Bachelor of Science**, Lamar University, May 1990. Major Area: Speech Communication
3. **Professional Certification**, Duke University Continuing Studies, June 2019. Major Areas: Online Learning, Development and Assessment, Narrative Learning, Introduction to Online Learning, Online Learning Accessibility, Teaching online and the Technology of Online Learning.

POSITIONS IN HIGHER EDUCATION

1. **2018-Present Adjunct Instructor of Communication, Lamar State College Port Arthur**; Prepare and deliver lectures on Public Speaking and Speech Communication. Initiate, facilitate, and moderate classroom discussions. Evaluate and grade students' class work, assignments, and papers. Develop course materials. Develop, teach and assess online courses. Facilitated and Led Faculty Book Discussion Group Fall 2019. Participated in General Education Departmental meetings, Committees (OER committee, GRIT & Core groups) & college activities.
2. **2018-2020 Adjunct Instructor of Communication, Ranger College**; Provide Instruction in Public Speaking courses online. Plan, Develop, Write and Create Course Content. Build lesson plans and modules, Interact, Facilitate and Evaluate online learning.
3. **2005-2018 Instructor of Communication, Lamar University-Beaumont**; Taught & Developed Curriculum for on Campus and Online courses in Public Speaking, Communication Studies, Business & Professional Speaking & Corporate Training. Also taught courses in Organizational Communication, Interviewing & the Lamar University Student Success Seminar. Taught Online courses for Lamar Online Academic Partnership and Department of Communication. Top Course Evaluations by students & on yearly faculty evaluations. Nominated for Faculty Merit Award by Department Chair (2018). Earned top scores of 99% on Course Quality Matters Evaluation. Served on Departmental Curriculum Committee, Public Speaking Core Committee, Social Media Committee. Attended Faculty meetings, awards ceremonies, Faculty-Student Dinners & Commencement. Developed & Delivered RED Talk & Lamar Ambassador Workshops titled "Speak to Engage" and "Listening in a Digital World." Facilitated workshops for Lamar University Honors College. Utilized all current technologies and collaborative teaching methods.

4. 2002-2005 Adjunct Professor of Communication, Northern Virginia Community College-Sterling (Virginia); Taught courses in the areas of Human Communication and Public Speaking in the Department of Communication and Human Studies. First instructor to open and teach at “Reston Satellite Campus”. Successfully coordinated technologies and classroom set up for newest off-site location.

5. 1994-1996 Adjunct Professor of Communication, Del Mar College-Corpus Christi (Texas); Taught in the areas of Public Speaking, Organizational Communication and Business & Professional Communication in the Department of Speech and Communication. Developed coursework and curricula for Business and Professional Communication course.

INSTRUCTIONAL EXPERIENCE

1. Lamar State College Credit Courses: (Online & Face to Face) Public Speaking, Interpersonal Communication

2. Lamar University Credit Courses: (Online & Face to Face) Public Speaking, Communication Studies, Business & Professional Speaking, Corporate Training and Development, Organizational Communication, Interviewing and Student Success Seminars

3. Northern Virginia Credit Courses: Human Communication, Public Speaking

4. DelMar College Credit Courses: Public Speaking, Organizational Communication and Business & Professional Communication

ADDITIONAL RELATED EXPERIENCE

1. **1993-1994** Graduate Assistant, Texas A&M University-Corpus Christi, Faculty Senate; Coordinated projects concerning faculty issues; managed office activities and maintained research materials for senate use; prepared and researched information for university-wide senate meetings and senate committee meetings.

2. **1991-1992** Scholarship/Student Employment Counselor, Texas A&M University-Corpus Christi; Coordinated University-wide student employment program: included counseling, interviewing and placing students in on campus jobs; coordinated university scholarship program; included organizing, reviewing and awarding student scholarships, along with directing the University Scholarship Committee.

3.1990-1991 Personnel Supervisor, Kelly Services, Inc., Interviewed, evaluated and placed as many as eight to ten employees a day in temporary and permanent jobs ranging from clerical to entry level positions; recruited at career fairs, local business schools and universities; trained and provided performance and career counseling to employees.

4.1988-1990 Development Assistant, Lamar University-Beaumont, Office of Development; Organized and prepared monthly reports detailing all gifts and donations made to the university; assisted with university fund raising campaigns and researched prospective alumni and donors.

5.1989-1990 Staff Development Intern, St. Elizabeth Hospital, Education Center (Beaumont); Coordinated and presented hospital-wide seminars titled: “Business Impact Writing” and “Creative Problem Solving.” Assisted in presenting: Communication Workshops, New Employee Orientations, and Leadership Development Programs.

6.Ongoing Trained Spiritual Companion, Trained by the Diocese of Beaumont Spiritual Companion Training Program, serve as Spiritual Director, companion and mentor on 1-3 Retreats per year. Also conduct “Compassionate Listening” workshops and seminars for companions and caregivers.

7.Ongoing Seminar Presenter, Beaumont Business Development Week, Lamar REDTALK, Lamar Ambassadors: Develop and present seminars titled: “Parent/Teacher Communication Strategies”, “Speak to Engage”, “Brass Tacks of Interviewing.”. Audiences include student interns, student teachers, teacher mentors and faculty from the College of Education, Lamar University Faculty, Staff & Students, Lamar University Ambassadors and Business and Administrative personnel from the Golden Triangle Area.

8.Spring 1994 Teaching Assistant, Texas A&M University-Corpus Christi; assisted with the instruction of basic Public Speaking course; prepared and presented lessons; assisted with classroom management and evaluation.

9. Ongoing Individual Private Tutor, provide individualized tutoring for students in the areas of: voice and diction, public speaking, communication confidence and interviewing.

COLLEGE SERVICE

1. 2018-Current Lamar State College Port Arthur: Facilitated and Led Faculty Book Discussion Group Fall 2019. Participated in General Education Departmental meetings, Committees (OER committee, GRIT & Core groups)
2. 2005-2018 Lamar University: Served on Departmental Curriculum Committee, Public Speaking Core Committee, Social Media Committee

PROFESSIONAL AFFILIATIONS

1. 2000-2018 National Communication Association
2. 2018-current TCCTA Texas Community College Teachers Association
3. 2000-2002 Leadership Southeast Texas-Legislative Delegate
4. 1990-2000 Professional Speech Communication Association

PROFESSIONAL DEVELOPMENT

1. Blackboard Teaching and Learning Conference 2020
2. Open Educational Resource Conference 2020
3. Blackboard Best Practices Training 2020