

# CAELIN B. SCOTT

*Curriculum Vitae*

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## EDUCATION

2011-present **Ed.D., Educational Leadership & Policy Studies, *Doctoral Candidate***  
Eastern Kentucky University

2007-2010 **M.S., Recreation & Park Administration**  
Eastern Kentucky University

2002-2007 **B.S., Psychology**  
Eastern Kentucky University

## ACADEMIC/PROFESSIONAL POSITIONS

**Adjunct Faculty** (2011-present), Recreation & Park Administration Department, Eastern Kentucky University, Richmond, KY. Develop course curriculum and teach three sections of REC 101.

**Training Administrator** (2013-present) Center for Career & Workforce Development, Eastern Kentucky University, Richmond, KY. Responsible for the coordination and administration of Workforce Development courses and serve as the primary contact for the KY Department of Education as it relates to 21st Century Community Learning Centers.

**Coordinator** (2010-2013), Department of Conferencing & Events, Division of Continuing Education & Outreach, Eastern Kentucky University, Richmond, KY. Responsible for managing student assistants and coordinating event logistics.

**Planner** (2007-2010), Department of Conferencing & Events, Division of Continuing Education & Outreach, Eastern Kentucky University, Richmond, KY. Provide assistance in the planning and implementation of all special events for university functions.

**Trainer & Retail Associate** (2006-2007), Cracker Barrel, Richmond, KY. Responsible for the training and development of new employees, conducted trainings and evaluated training effectiveness.

**Research Assistant** (2007), Department of Psychology, Eastern Kentucky University, Richmond, KY. Assisted with the administration of surveys and data entry.

**Market Research Interviewer** (2004), Preston-Osborne, Lexington, KY. Researched consumer information for new and existing clients.

### **COURSES TAUGHT**

Leisure Service Careers (REC 101)—18 sections, 2011-present

### **GUEST LECTURING**

Leisure Service Careers (REC 101)—Fall 2008, Fall 2009, Spring 2013 & Fall 2013

Supervision of Recreation Personnel (REC 350)—Spring 2010

Earth Force Curriculum Training Course—Fall 2010

### **AWARDS**

Member of Inaugural class of the President's Leadership in Action Academy, Eastern Kentucky, 2014

Critical Thinking Teacher of the Year (nominated), Eastern Kentucky University, 2012

Leadership Madison County, Richmond, KY (Graduate, 2011-2012)

Outstanding Graduate Student Award, Department of Recreation & Park Administration, Eastern Kentucky University, 2009-2010

### **PROFESSIONAL ORGANIZATION MEMBERSHIPS**

Association of Collegiate Conference & Events Directors – International (ACCED-I), 2007-2013

Association for Continuing Higher Education (ACHE), 2007-2013

International Town and Gown Association (ITGA), 2010-2013

Richmond Chamber of Commerce, 2007-present

### **National Planning Committees**

21<sup>st</sup> Century Community Learning Centers (21<sup>st</sup> CCLC), Multi-State Conference Planning Committee, 2014

Association of Collegiate Conference & Events Directors – International (ACCED-I), Annual Conference Program Committee member, 2009-2010

Association for Continuing Higher Education (ACHE), Annual Conference Planning Committee, 2011-2012, 2012-2013

Association for Continuing Higher Education (ACHE), South Region Conference Planning Committee, 2011-2012, 2012-2013

International Town and Gown Conference Proposal Committee (ITGA), 2010-2011

International Town and Gown Conference Planning Committee (ITGA), 2011-2012

### **Conferences**

Association of Collegiate Conference & Events Directors – International (ACCED-I) 28<sup>th</sup> Annual Conference, Las Vegas, NV, 2008

Association of Continuing Higher Education (ACHE) 71<sup>st</sup> Annual Meeting & Conference, Philadelphia, PA, 2009

Association of Continuing Higher Education (ACHE) 73<sup>rd</sup> Annual Meeting & Conference, Orlando, FL, 2011

Association of Continuing Higher Education (ACHE) 74<sup>th</sup> Annual Meeting & Conference, Austin, TX, 2012

Association of Continuing Higher Education (ACHE) South Region Conference, Lexington, KY, 2012

CollegeNET User's Annual Conference, Portland, OR, 2011

International Town and Gown Association (ITGA) Annual Conference, Boulder, CO, 2011

National Conference on University and College Conference Centers (NCUCCC), Birmingham, AL, 2009

R25 Annual Workshop, South Region, Costal Carolina, SC, 2010

### **CERTIFACTIONS & TRAININGS**

Helped Develop First Year Orientation Program—Colonel Outdoor Recreation Experience (CORE), Eastern Kentucky University, 2012

Crowd Management Certification, Eastern Kentucky University, Richmond, KY

Certified Facilitator, Facilitation Center, Eastern Kentucky University, Richmond, KY

Earth Force Curriculum Training, Division of Natural Areas, Eastern Kentucky University, Richmond, KY

Environmental Education Certification, Eastern Kentucky University, Richmond, KY

### **UNIVERSITY & COMMUNITY BOARDS & COMMITTEES**

Benefits Committee, 2009-2014

Committee for Responsible Environmental Stewards, 2010-present

Continuing Education & Outreach Strategic Planning Committee, 2011-2015

Dining Advisory Committee, 2008-2013

Hiring Committee for Hummel Planetarium Staff Positions, 2011

Leadership Madison County Board Member, 2013-2014, 2014-2015

Madison County Business & Education Partnership Committee, 2013-present

Richmond Chamber of Commerce Annual Awards Banquet Committee, 2008-present

Tobacco-Free Campus Task Force, 2013-2014, 2014-2015

Southern Growth Policies Board Planning Committee, 2008-2013

Wellness Champion, 2008-2014

### **NOTABLE PROGRAM PLANNING**

All 'A' Classic Annual Basketball and Golf Tournament, 2008-2011

All 'A' Classic Annual Scholarship Competition, 2008-2012

Carolina Crowne, 2011

Certified Landscape Technician Exam, 2007-2009

Future Business Leaders of America District Competition, 2009-2013

Grace Now Food & Cake Expo with Duff Goldman from Food Network's Ace of Cakes, 2011

His Excellency, Former President of India's Visit to EKU, 2010

Kentucky's Gubernatorial Debate, 2011

National Club Track & Field Association National Championship, Spring 2012

National Junior Classical League Conference, 2011

Perkins 30<sup>th</sup> Anniversary, 2009

Southern Growth Policies Board Forum, 2008-2013

South Wind Drum and Bugle Corp Competition, 2008-2009

Special Olympics Kentucky Summer Games, 2008-2013

Summer Conferences, Programs and Camps on campus, 2008-2009

Youth Salute Workshop & Awards Ceremony, Spring 2008, Spring 2011