

Mukhliseenah Y. Hajj
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OBJECTIVE

My goal is to effectively communicate, instruct, inspire, educate and raise awareness of students and fellow educators.

CAREER SUMMARY

A diligent, organized, progressive leader, who possesses management, planning, teaching, IT, production, design, entrepreneurial, woodworking, foundry, artistic, supervision, soft skills and abilities

QAULIFICATIONS

- One -year tech support experience
- Five plus yrs. of customer service experience
- Cooperatively works with staff
- 17 years teaching experience in visual arts youth ages 5-15
- Five years customer service and sales experience
- 10 plus years of creating and designing jewelry
- One- year experience online mentor and tutor
- Over 5yrs. experience in early childhood education
- Over 5 yrs. experience in community organizing
- Over 5 yrs. experience in gardening, urban farming
- Shop experience in woodworking, metal craft, ceramics, foundry and mold-making
- Supervised support staff and volunteers
- Five plus yrs. of certified teaching LQ-95 Visual Arts
- Good work ethic
- Experienced buyer
- Knowledgeable of Illustrator, Excel, Word, Adobe Photoshop, Power Point, Outlook, Gmail, Dreamweaver, Yahoo!, Google, Bing, Adobe Audition, Adobe Premeire
- Excellent eye for design/aesthetics/quality

CAREER HIGHLIGHTS

- Facilitated the 2018 Youth Open Mic Rally and Drug Free Pledge Rally at Bow, Dixon and Gompers Middle Schools including run of show, talent search and public speaking
- Directed the "Story of Moses" youth play performance at Hartford Memorial Baptist Church
- M. Community Fund Scholarship Recipient 2007
- Michigan Merit Award Recipient
- Public Speaker at the Black Caucus Foundation 2018 awards graduation banquet
- 120 hours of Completed MCBAP trainings and DWMHA trainings
- DEI graduate, class of 1999
- BUILD: Basics graduate, class of 2017
- Painted floats for "America's Thanksgiving Day Parade."
- Started a one fourth an acre urban farm. Grows tomatoes, tomatillos, kale, cabbage, spinach, turnips, collards, honey dew melon, cucumbers, parsley, celery, beets, dill, eggplant, okra, broccoli, lettuce, garlic, and more
- Produced thousands of works of hand beaded wearable art including, necklaces, earrings, rings, anklets, bracelets and more
- Frequent community and religious volunteer
- Former Akwaaba Women's Society Historian

TRAINING

Wayne State University-Merrill Palmer Institute

05/02-05/02

The Relationship between Documentation and Assessment

Detroit Wayne County Mental Health Authority

11/17-01/19

Gender Variances, Stages of Change, Self-Determination, Person Centered Planning, Universal Precautions, HIPAA, Adolescent Suicide Prevention, Field Guide to ACT, Infection Control, and Corporate Compliance

Prevention Network of Michigan

12/17-12/17

Prevention Ethics

Black Caucus Foundation of Michigan

11/17- In Progress

Substance Abuse Prevention Field Experience, Facilitating Life Skills by Botvin

The Resource Network

03/17-03-17 Completed

Interviewing Skills Workshop, Soft Skills and Personal Branding Workshop

Motown Museum

5/17-5/24

Preventing Sexual Harassment, Hospitality, Answering Telephones, History of Motown

International Business Training Association

08/14-08/14 Completed

Certified Business Professional-Customer Service

Focus: HOPE Ready, Set, GO! Program

07/14-08/14 Completed

Work Readiness Training

Keep Growing Detroit: Garden Resource Member, Greening of Detroit: BAG

1/12-5/13 and 03/17-05/17 Completed

Urban Roots, Perennial Tree and Shrub Care Maintenance, Cooking, Waterways, Building a Rain Barrell, Building a Raised Bed, Grant Writing, Preserving: Canning 101, Planting Sweet Potatoes, Organic Pesticides, Trellising, Weeding and Harvesting

Artist in Education, Community Arts Partnerships, College for Creative Studies: School of Art and Design

02/03-02/19 Completed

Class Codes, High Scope, Managing Stress, Adequate Yearly Progress

Detroit Entrepreneurship Institute, BUILD: Basics

05/99-9/99 and 09/14-11/14 Completed

Starting a Business, Business Plan Writing

Detroit Public Schools Community District

12/12/17

Planning with Data, Marzano Learning Science, Differentiated Instruction

EDUCATION

Aisha Shule-W.E.B Dubois Preparatory Academy

09/95-06/99

High School Diploma

(CCS) College for Creative Studies: School of Art and Design

01/00-06/11 Completed

BFA, Art Education & Fine Arts

(CTU) Colorado Technical University Online

5/12-5/17 In progress

MBA, Supply Chain and Business Operations Management

(EGCC) Eastern Gateway Community College Online

5/18- Present

Associates, Human Resources

BUILD:BASICS

09/14-11/14

Successful Completion

Detroit Entrepreneurship Institute

05/99-11/99

Successful Completion

CERTIFICATES

State of Michigan Provisional Teaching Certificate

11/11-11/17

LQ 95 Visual Arts Endorsement

Michigan Teacher Test Certification

01/10-04/10

Passing Score

Certificate of Appreciation

01/18-06/18

21st Century All -Stars Afterschool Community

(NHTSA) National Highway Traffic and Safety Administration

06/00-09/00

Car Seat Safety Technician

Certificate of Volunteer Appreciation

05/00-06/00

Children's Center of Michigan

Certificate of Excellence-Customer Service

06/14-08/14

(IBTA) International Business Training Association

Certificate of Achievement, College for Creative Studies: School of Art and Design

09/11-12/11

Dean's List

WORK EXPERIENCE**Disability Network Wayne County Detroit**

2022

Instructor

Taught crafts, fine art to seniors online and at the local senior buildings.

MCM Staffing: BAE Enterprises

2019

Inspector/Temporary Employment

Handled, sorted, lifted, packaged, and adjusted automotive parts in a shop setting.

Staffline: AJM Packaging

2019

Machine Operator, Packer/ Temporary Employment

Handled, sorted, lifted, packaged and operated Strapping Systems and Holweg equipment for food service partners.

Adorn the Body

2018

Self -Employment

Applied paints, finishes and lacquers to product. Used tools to bend, shape, manipulate, and cut wire. Inspected finished products. Handled small parts and pieces. Purchased materials needed to both sell and manufacture earrings. Contact person for wholesale sales.

Green Guardians

2018

Co-Founder

Organized community members with gardens or farms or those interested in gardening or farming to form a support group. Wrote grant.

Black Caucus Foundation of Michigan

2017

Adolescent Substance Abuse Facilitator

Facilitates the Life Skills Curriculum to high school and middle school students in Detroit Public Schools. Plans and organizes the Open Mic Competition and Drug Free Pledge Rally. Completes MCBAP trainings and DWMHA trainings.

Motown Museum

2017

Sales Associate

Interacted with "Designation Tourists", operated register, accounted cash drawers, counted changed, managed backstock/storage areas, stocked and re-stocked store, cleaned windows and displays.

Paradise Valley Gift Gallery/Eastern Market

2016

Sales Associate

Interacted with "Designation Tourists", operated register, accounted cash drawers, counted changed, managed backstock/storage areas, stocked and re-stocked store, cleaned windows and displays.

Abrakadoodle: Crescent Academy

2016

Art Educator

Instructed youth in various artistic endeavors including, hat making, jewelry design, wearable art, fashion design and fine arts. Wrote effective lesson plans, managed materials and supplies. Communicated effectively with support staff and administrators. Taught Evidence -Based curriculum.

Detroit Public Schools Community District, Fisher Magnet Lower and Ralph Bunche

2014

Art Educator

Instructed youth in various artistic endeavors including, hat making, jewelry design, wearable art, fashion design and fine arts. Wrote effective lesson plans, managed materials and supplies. Communicated effectively with support staff and administrators. Planned and taught over 20 lessons to economically and socially diverse students. Made accommodations for Autism Spectrum Disorder, ADD, ESL, ADHD, ODD, hearing impaired and gifted students. Created the Diversity Mural.

Healthy & Fit Garden

2013

Self- Employment

Planned garden layout. Dug, shoveled and raked soil towards raised beds and inground areas. Planted seeds, picked weeds and harvested produce. Researched and wrote grants towards receiving funding.

Michigan Non-Profit Association

2013

Mapper

Used Loveland Industries technology tablets and software to photograph and survey parcels and properties in the Detroit area. Canvassed neighborhoods, addressed residents, attended team meetings.

W-A-Y Academy

2012

Online Expert, Online Mentor, Lab Expert

Planned and delivered weekly art lessons for students in a lab setting. Communicated online with 13 “researchers” daily as a cheerleader for them academically.

Execu-Tech Staffing

2012

Substitute Teacher

Long term substitute for the “Current Events Class” at Plymouth Educational Center

Global Educational Excellence, Edmonson Academy

2011

Art Educator

Taught classes of 40 or less. Instructed youth in various artistic endeavors including, hat making, jewelry design, wearable art, fashion design and fine arts. Wrote effective lesson plans, managed materials and supplies.

Communicated effectively with support staff and administrators. Planned and taught over 20 lessons to economically and socially diverse students. Made accommodations for Autism Spectrum Disorder, ADD, ESL, ADHD, ODD, hearing impaired and gifted students.

Dearborn Public School District, Edsel Ford Senior High

2011

Student Teacher/High School

Taught jewelry design and metals, drawing and painting. Hung student work for exhibition. Effective interaction with students and parents. Planned and taught over 20 lessons to economically and socially diverse students.

Made accommodations for Autism Spectrum Disorder, ADD, ESL, ADHD, ODD, hearing impaired and gifted students.

Warren Consolidated School District, Wilkerson Elementary and Immaculate Conception

2011

Student teacher/Elementary School

Planned and taught over 20 lessons to economically and socially diverse students. Made accommodations for Autism Spectrum Disorder, ADD, ESL, ADHD, ODD, hearing impaired and gifted students.

Detroit Public Schools Community District, Priest Elementary

2010

Service Learning Placement

Taught after-school art enrichment classes. Created the Diversity Mural.

Global Educational Excellence, Bridge Academy

2007

Paraprofessional

Worked in art, gym and Kindergarten classrooms. Assisted students with phonics, reading and handwriting.

Aisha Shule Academy

2003

Adjunct Faculty Member

Kept student records, managed classrooms and supplies

Jubaz Style Gallery/New Center

2003

Co-Founder, Sales Associate

Interacted with "Designation Tourists", operated register, accounted cash drawers, counted changed, managed backstock/storage areas, stocked and re-stocked store, cleaned windows and displays.

Wayne State University, Merrill-Palmer Child Development Lab

2002

Technician

Supervised Toddlers and Pre-Schoolers in a Montessori setting. Assisted with handwriting and language.

Community Arts Partnerships @ College for Creative Studies School of Art and Design

2001

Instructor

Instructed youth in various artistic endeavors including, hat making, jewelry design, wearable art, fashion design and fine arts. Wrote effective lesson plans, managed materials and supplies. Communicated effectively with support staff and administrators. Attended trainings and staff meetings.

Parade Company

2000

Seasonal

Painted floats for "America's Thanksgiving Day Parade." Provided technical support during the parade.

Children's Center of Michigan

2000

Work-Study Tutor

Provided homework assistance to participants.

Hutzel Hospital Family Road Clinic

1999

Car Seat Safety

Kept clinic store and taught Car Seat Safety classes to new moms and dads.

Randazzo's Fruit and Vegetable Market

1998

Cashier

operated register, accounted cash drawers, counted changed, managed backstock/storage areas, stocked and re-stocked store, cleaned windows and displays.

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WORK REFERENCES

(21st CENTURY ART AFTER-SCHOOL TEACHING)

Asia Hamilton

Community Arts Partnerships, College for Creative Studies: School of Art and Design

Norwestgallery.com

(ADOLESCENT DEVELOPMENT FACILITATING-SUBSTANCE ABUSE PREVENTION)

Royce Gueringer, Social Studies Educator

Detroit Public Schools Community District

Royce.Gueringer@detroitk12.org

(ABRAKADOODLE ART EDUCATING, COMMUNITY URBAN AGRICULTURE)

Robles Gamez, Espanol Educator

Crescent Academy

gamezrob@hotmail.com

ORGANIZATIONAL MEMBERSHIPS

Akuaaba Women's Society

Michigan Education Association

Detroit Federation of Teachers

Great Lakes Bead and Lapidary Workers

Keep Growing Detroit: Garden Resource Member

INTERESTS AND HOBBIES

Jewelry Design

Gardening

Reading

Religion

Politics

Dance

Cooking

Art