

ALPHONSO L. SEALEY, ED. D

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Human Resource
James Madison University

Dear Office of Human Resource:

As an accomplished educationist with extensive experience within industry, I am confident I will be an excellent fit for James Madison University's next Coordinator of Field Experiences. After delivering proven success in managing operations, educational and teaching students, I am seeking to leverage my exceptional educational administration, planning, analysis, mentoring, diversity and inclusion training and employee/student engagement skills in a new challenge.

As an Assistant Dean of Education in the Academic Affairs Division, I have been responsible for providing vision, strategy, and ensuring that the mission of the university is carried out. Furthermore, my diversity awareness will strengthen your team's ability to maximize performance yields.

I will help oversee the quality of diversity, equity, and instructions for the university. Develop leadership training, assessments, policies and strategies to ensure diversity, equity and inclusion is in place among the university. Ensure that recruitment involves diversity and equity among the students, faculty and staff. Ensure to work with faculty to continue a positive engaging culture that will welcome all races, gender and religion. Oversee policies and procedures related to assessment, clinical placement and enrolment management. Create strategic planning for effective diversity. Along with my abilities to implement diversity training and awareness, engage stakeholders with various programs that impact diversity and equity. You will be assured with the depth and range of my abilities upon reviewing my resume.

Please consider the following highlights of my achievements:

- ✓ Created leadership training in the University Center for Transcendent Leadership Development that focused on diversity awareness within the university.
- ✓ Identified areas of improvement and redeveloped the Masters of Arts in Curriculum & Instruction program.
- ✓ Improved reporting mechanism by designing and delivering new template for Weekly Reports
- ✓ Planned and increased engagement among local public schools and the university that focused on diversity and inclusion.
- ✓ Created communication strategies in the School of Education that recognized the differences in all learners.
- ✓ Developed and revised VUU Quality Enhancement Plan committee; served on Title IX Sexual Misconduct committee.
- ✓ Six Sigma Training Certificate: Yellow, Green, and Black Belt
- ✓ Presented at Virginia Education Association (VEA) on Importance of Teaching Race, Culture & Social Justice.

I look forward to meeting with you and learning more about your goals for this position at James Madison University. I look forward to scheduling an interview at your earliest convenience. Thank you for your consideration.

Sincerely,
Alphonso L. Sealey, Ed.D