

## LERITA CAVNESS

### PROFILE

LeRita Cavness earned her Master Degree in Social Science with and emphasis in Ethnic Studies and an Undergraduate degree in Empowering Youth for Healthy Communities. She works towards doing so as Director of Adolescent Know Your Rights a non-profit corporation designed to elevate autonomy, individual accountability, and knowledge of rights through personal reflection. In her free time, she loves serving the people of God, enjoying nature, exercise, family, and food. Results-oriented, high-energy accomplished in achieving operational efficiency and increasing productivity in administrative environments. Certified Network Technician, Victims Witness, Advocate and experienced with executive level support. Possessing 20+ years' experience having the objective of securing a position wherein she can be thoroughly utilized.

### EDUCATION

University of Colorado Denver

**Master of Social Science Ethnic Studies**

**2020**

Thesis: "The Tone of Whiteness: A Reflection of Teacher Education and Blackness"

Metropolitan State University

**Bachelors of Arts; Empowering Youth for Healthy Communities**

**2015**

Thesis: "Breastfeeding: Impact on School Readiness"

Community College of Denver

**Associates of Arts Human Development**

**2014**

Areas of Concentration: Psychology

### AWARDS

College of Liberal Arts and Sciences Dean's Awards Fall 2020

Fall 2020

Zero to 60 Award

Spring 2019

Dean's List

Spring 2012

### TEACHING EXPERIENCE

University of Colorado Denver

**Teaching Assistant and Research Assistant to Dr. Donna Martinez**

**2018-2020**

Collaborated on curriculum and exam development, met with students upon request, and graded all written work, including final exam papers. Conducted Indigenous history research.

Metropolitan State University Denver Center for Urban Education

**Site Coordinator**

**2011-2012**

Developed syllabus and overall course structure, and administered STEM Curriculum for 3<sup>rd</sup> grade.

Metropolitan State University Denver Center for Urban Education  
**Team Lead / Academic Intervention Program Facilitator** **2010-2011**

Developed syllabus and overall course structure, and administered STEM Curriculum for 3<sup>rd</sup> grade.

Emily Griffith Opportunity School

**Teaching Assistant: Lab Courses; Microsoft Office Suite, GIS, Computer Networking**  
**2008-2010**

Developed Securities curriculum, including weekly lab practicum, and assisted students of all programs.

Devereux Colorado, Cleo Wallace Center

**Special Education Teacher** **2008**

Developed syllabus and overall course structure, and administered diverse curriculums for youth and adolescents that have a wide range of intense psychiatric, behavior management and social emotional diagnosis, and academic needs.

Devereux Colorado, Cleo Wallace Center

**Paraprofessional** **2007**

Supported overall classroom needs, supported Special Education Classroom teacher in administered diverse curriculums for youth and adolescents that have a wide range of intense psychiatric, behavior management and social emotional diagnosis, and academic needs.

#### RELATED EXPERIENCE

Adolescents Know Your Rights

**Director /Facilitator** **2015 – Current**

Provide as needed editorial support remotely, including developmental and copy editing of their internal online and printed documentation.

University of Colorado Denver Research Assistant to Dr. Donna Martinez

**Researcher** **Fall 2020**

Compile materials associated with the life of Wilma Mankiller

University of Colorado Denver Research Assistant to Marty Ortanez

**Researcher** **Spring 2019**

Translated American-English external Web site content to French.

#### OTHER PROFESSIONAL HISTORY & ACCOMPLISHMENTS

**Flag Ship Help Center**

GED Tutor & Job Search Coach **2010-2011**

- Created GED Program
- Managed network and nodes for Computer Lab
- Successfully encouraged pursuit of college degree attainment

Emily Griffith Opportunity School

**Teaching Assistant** 2009-2011

- Instrumental in Curriculum changes that were beneficial to student comprehension
- Using logic and reasoning to identify the alternative solutions to student roadblocks and helping them overcome challenging computing processes
- Served as a competent model classroom aid

Waste Water Management

**Customer Service Administrator** 2008-2009

- Provided excellent customer service for Waste Water and Sewer.

San Francisco District Attorney

**Assistant Investigator** 1998-2007

- Created and implemented office policy and protocol
- Promoted from office receptionist to lead assistant investigator
- Served as union representative, lobbied for improved work conditions, and pay

City College State Preschool @ Sunnydale

**Classroom Assistant** 1995-1998

- Improved community and family involvement

Teen-Age Pregnancy Prevention Project

**Peer Councilor** 1992-1994

- Educated peers to pregnancy and STD fact's and myth's

Tenderloin Neighborhood Development Clinic

**Payroll/Office Clerk** 1993-1994

- Provided excellent customer service for tenants of 500+ room SRO hotel

Center for Juvenile and Criminal Justice

**Office Assistant** 1991-1993

- Provided excellent customer service for defendants, attorneys, and press

National Center on Institutions and Alternatives

Events Coordinator 1998-1991

- Coordinated and facilitated preparations for conferences and sentencing alternative hearings

#### ADDITIONAL AFFILIATIONS

- The V.I.L.L.A.G.E. 2016-2019t

Live forward village - is the convening, connecting, and the creative collaboration of likeminded organizations to serve and lift the lives of scholars, families, and community within our identified impact zones. Current members of the collaborative

include: Adolescents Know Your Rights (AKYR), CRU, Food Justice Inc., Kids Above Everything (KAE), and the Writing Center @Manual High School.

- Getting stuff done together facilitator writer 2015-2017  
A weekly group for entrepreneurs, self-employed, a freelancer, a small startup or just a general creative person that wants to do two things: 1) have a dedicated time and place to get things done and to get things done together. Those things that we tend to do by ourselves, put off, that will never get done unless we have a structure to hold ourselves accountable. 2) want to help others in doing those things.
- MSU Sociology Club member/research assistant 2014-current  
Developing and processing an empirical sociological study surrounding the validity of the school to prison pipeline.
- True Light Partnership Mentor Volunteer - November 2015- 2017  
Providing academic and socials emotional support to students at maxwell elementary.

#### LANGUAGES

English– native language

Spanish–speak, read, and write with basic competence

#### MEMBERSHIPS

Sigma Gamma Rho

The National Society of Collegiate Scholars

Iota Iota Iota Honor Society