

# Mercedes Robles

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- Bilingual, multi-talented, self-motivated professional with extensive experience in public and community outreach;
  - Adept in fact-gathering, writing, problem solving and negotiations;
  - Excellent interpersonal, oral and written communication and public speaking skills;
  - Enthusiastically encourages empowerment through self-sufficiency;
  - Committed to continued endeavors in diverse cultural and socio-economic surroundings with culturally appropriate methods;
  - Proactive and creative with proven project management, leadership and teamwork skills;
  - Proficient ability to work independently, appropriately designate and/or multi-task to achieve bottom-line results;
  - Strong use of PC applications
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## Career History

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**MCR Contract Services** --Supplemental Educational Service (SES) consultant, Arizona. Duties include extensive outreach to SES eligible schools. Outreach to eligible Title I schools throughout Arizona for recruitment of NCLB Supplemental Education Services; recruitment and in-service of tutors for programs; facilitated training for required reporting forms for ADE; facilitated motivational programs for program participants.

**Wilson Community Development Corporation, Executive Director/Founder**—established the organization as a 501c3 community development with focus on education, housing and economic development. Duties included organizing events and opportunities for residential citizens to interact with governmental and municipal entities for the attainment of community specific goals. Duties also included community organization of events and volunteers, corporate sponsors, programming and promotions of services that provide information and referral opportunities to the aforementioned. I developed, implemented and facilitated an extensive networking organization throughout the community that included corporate, faith-based and community residents.

**Corazón de Oro Community Services, Director of Community Services**—duties included extensive community outreach and public relations with residents and business as related to the behavior health care services provided by the organization. I served as a community advocate and liaison between organizations, individuals and City, County and State agency departments. Public relation and outreach included organizing community and fundraising events as well as representation the organization at various public forums.

**THE FUTURE WITHIN--Video Production Company.** – Organized programs in cooperation with Maricopa County Community College District and Mr. Raul Rios, to provide opportunities in the video production industry for high-at-risk students. Organized and facilitated summer workshop/video camps.

**Wellness, YOU! – Founder** -- A 501c3 organization which promoted proactive wellness. Duties included facilitating wellness workshop and training sessions, established a wellness information service and referral network, and creating a nonprofit educational organization for alternative and preventative health care. Established and worked special programs for the Department of Juvenile Corrections centering the focus on counseling and behavioral health and wellness. Delegated and managed a variety of fundraising events.

**Therapeutic Massage, Owner**—as a licensed massage therapist, I worked primarily with private clientele as well as provided contractual service for physicians. As an adjunct to my business, I established *Wellness-YOU!*

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## Community Involvement

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**Wilson Elementary School District #7 Governing Board, President**—serving since 1982. Duties include the development and implementation of educational policies of the school district as related to the curriculum. The duties of the President include but are not limited to acting as the director and supervisor to the Superintendent of the school district, presiding over meetings and setting the leadership tone of the Governing Board. As part of its many duties, a Board member must stay current with all state and local regulations regarding education and all the requirements thereof.

**Wilson Charter High School, Founder/Board member**-- As a Board member, I assembled a team which developed and created the Wilson Charter High School, with results that dramatically decreased the numbers of high school dropouts within the Wilson School District.

**Wilson Community Center, Founder/Volunteer**—in partnership with Wilson School District and WCDC, the Wilson Community Center (WCC) was established to help the students, parents, and residents of the Wilson community with programs and services to empower them to become more productive and self-sufficient citizens. My duties include promoting and representing WCC in public forums and facilitate opportunities for program enhancement through collaborations.

## **Other Civic Activities:**

Wilson Headstart Program Advisory Committee

Mayoral appointment to City of Phoenix Central City Village Planning Committee

Mayor's Advisory Board on Education

City of Phoenix Aviation Department's Community Noise Reduction Program Committee Member-Sky Harbor International Airport

Arizona Department of Environmental Quality Citizen's Advisory Board

East Van Buren Civic Association Crime & Safety Committee

City of Phoenix Transportation and Industry commission

References available upon request.