

10/25/16

Dear Distinguish Selection Committee:

I am pleased to submit this letter and my resume in consideration for the advertised President's position. As I reflect on my educational and career experiences, I believe there are several key qualifiers that I possess that are uniquely important for this prestigious opportunity to serve in this administrative capacity:

1. My diversified educational and career experiences.
2. My academic and professional training in the legal Educational and Business profession.
3. Strong writing, speaking, analytical, and problem-solving abilities.
4. My integrity and ethical disposition.
5. My commitment to public service for 20 years.

As an advocate for achieving educational excellence, I've earned my Bachelors of Science degree from Florida A&M University in Tallahassee, Florida in Criminal Justice with a double Minor in Counseling and Legal Studies. As a child of a retired military soldier, my dad instilled the concept of hard work, commitment and discipline very early in my life; which has been very beneficial throughout my adulthood. My dad often said, "Dee if you want to be the best, you have to work hard and do your best, nothing is given to you but free will, everything else you have to earn." My dad's lecturing, resonated as a constant reminder to me to pursue and develop a spirit of excellence in my life. Therefore, as a Criminal Justice student, I worked very hard as a Law Clerk at Brown and Brown Attorneys At Law to help pay my own way through college. My love for the legal profession flourished as a Law Clerk while simultaneously giving me hands on, real life experience into the Legal field.

Further expanding my legal aspirations, after obtaining my Bachelors of Science degree in Criminal Justice, I went to Law school at St. Thomas University, in Miami, Florida for one year and ascertained 18 hours towards my JD in Law. I continued my educational goals and completed a Master of Science degree in TESOL (Teaching English to Speakers of other Languages) at Nova Southeastern University, while working two jobs and I managed to graduate Summa Cum Laude with a 4.0 GPA. Additionally, in my pursuit for educational excellence, I earned a Doctoral Degree from Trinity of South Florida and also graduated Summa Cum Laude with a 4.0 GPA, while working at my own business as a Business Consultant to multi-million dollar developers and owners. Years later, I went back to school and earned 6 hours in Paralegal Studies from Nova Southeastern University and 15 hours as an Educational Specialist in Reading.

Upon completion of my formal academic training, I began my professional career at a Community Correctional Center for a private company, as a Substance Abuse Director for 300 inmates who were incarcerated in the Florida Department of Corrections. I was responsible for the daily operations of a residential substance abuse treatment center serving inmates. I provided group and individual counseling to the inmates and was responsible for a 1 million dollar budget. As the Director, I completed quarterly and analysis reports for the Florida Department of Correction's Tier 5 program and ensured the center was in compliance with the department's policies and procedures; in addition to interpreting laws, rulings and regulations.

I further developed my speaking, writing, analytical, problem-solving and presentational skills during my tenure in the Florida Public School system as an Educator and I obtained my Professional Florida Educator's License with a Dual Certification in ESOL and Exceptional Student Education. I was nominated Teacher of the Year by my fellow coworkers and went on to compete for Teacher of the Year at the district level, against the best teachers in Miami Dade County Public School system. I was selected as one of the top 3 Finalist for Teacher of the Year in all of Miami Dade County Public Schools. That was the best highlight of my educational career! I continued to fine tune and implement the above skills to advance as a College Professor at Miami Dade College, wherein I have been employed as a Professor for 12 years.

As a public servant, I have dedicated my life to serving the Florida community with my expertise in the Legal, Education and Business industry for nearly 20 years. It is my earnest desire to bring my invaluable career, educational experiences and knowledge to serve as President at your institution; to ensure it further excels in academic excellence and continues its thriving legacy as one of the best schools in the State of Florida.

I look forward to an opportunity to meet with you and further discuss my qualifications for this position. I thank you in advance for your time and consideration.

Respectfully,

Dr. Detris Allen, PhD