

LAURA E. CURTIS

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SUMMARY

A results oriented professional with extensive experience coordinating programs across diverse organizations and teams; skilled at developing and maintaining relationships and creating collaborative environments.

EDUCATION

M.Ed., Communication Disorders (*Magna cum Laude*)

North Carolina Central University, Durham, NC, May 1995

M.A.T., Social Sciences

University of North Carolina, Chapel Hill, NC, May 1992

B.A., Secondary Education, Social Studies

University of North Carolina, Chapel Hill, NC, December 1988

EXPERIENCE

FRANK PORTER GRAHAM CHILD DEVELOPMENT INSTITUTE, UNIVERSITY OF NORTH CAROLINA, CHAPEL HILL, NC

Project Coordinator, Trohanis TA Projects

April 2013 - Present

- Coordinate the Early Childhood Technical Assistance Center.
- Coordinate the NC Early Learning Network.
- Coordinate the Center for IDEA Early Childhood Data Systems at FPG.
- Develop and implement effective communication protocols to assure all staff are aware of responsibilities, collaborative activities, and progress on project tasks.
- Participate in research and writing activities for the development of evidence-based training and technical assistance materials and implementation reports, as well as the development or revision of forms, procedures, and mechanisms to guide collaboration across multi-faceted and complex project activities.

EARLY INTERVENTION BRANCH, WOMEN'S AND CHILDREN'S HEALTH SECTION, DIVISION OF PUBLIC HEALTH, DEPARTMENT OF HEALTH AND HUMAN SERVICES, RALEIGH, NC

Coordinator, NC Interagency Coordinating Council

July 2010 – March 2013

- Administered the communication, meetings and activities of the NC Interagency Coordinating Council and its committees.
- Liaised with Governor's office regarding Council appointees.
- Gathered timely input and feedback from other agencies and stakeholder constituencies about the delivery of services to families with young children who have special needs.
- Participated on advisory boards and collaborate with other agencies associated with provision of services.
- Planned, developed, and implemented activities for state level policy and systems planning.
- Assure accurate interpretation of federal and state Early Intervention legislation and policy.

FAMILY SUPPORT NETWORK OF NORTH CAROLINA, SCHOOL OF MEDICINE, UNIVERSITY OF NORTH CAROLINA, CHAPEL HILL, NC

Education & Outreach Coordinator

September 1999 – July 2010

- Represented the organization in collaborative projects with State agencies, educational institutions, and professional organizations.
- Participated in organizational strategic planning.
- Facilitated statewide policy development.
- Conducted public awareness activities such as exhibiting and presenting at conferences, producing publicity items, maintaining the web site, and producing an annual report.
- Designed and implemented in-service and pre-service training for pediatric residents, early interventionists, and staff.
- Supervised UNC-School of Social Work graduate students.
- Developed and managed grant-funded projects.

INJURY PREVENTION RESEARCH CENTER, UNIVERSITY OF NORTH CAROLINA, CHAPEL HILL, NC

Processing Assistant

September 1997 - September 1999

- Facilitated the preparation of grant proposals to federal, state and private funding agencies including the Center's core grant from the US Centers for Disease Control and Prevention.
- Supervised temporary and graduate student employees.
- Maintained and updated administrative databases, coordinated Center activities and special events, and provided administrative support for the Director and Associate Director.

NORTH CAROLINA GENERAL ASSEMBLY, RALEIGH, NC

Legislative Assistant

January 1997 - September 1997

- Managed the office of North Carolina State Representative George W. Miller, Jr., (D-Durham) during the 1997 Legislative Session.
- Researched and tracked legislative bills.
- Responded to inquiries from constituents, lobbyists, and government officials.

DURHAM PUBLIC SCHOOLS, DURHAM, NC

Special Education Teacher

October 1992 - January 1997

- Planned and established a self-contained autistic transition program at Riverside High School.
- Created a program curriculum, customized a traditional classroom, developed instructional tools, and designed and implemented vocational and community experiences to transition students from the school environment to the community.
- Supervised a staff of teaching assistants.
- Coordinated a multidisciplinary educational team for each student to develop an individual educational plan to optimize the student's learning experiences. Teams included teaching staff, university consultants, social workers, nurses, group home staff, sheltered workshop staff, therapists, administrators, and parents or legal guardians.

SEASONAL AND PART-TIME

DURHAM PUBLIC SCHOOLS, DURHAM, NC; 1989 - 1992; Substitute Teacher

HOLLOW ROCK RACQUET AND SWIM CLUB, DURHAM, NC; March - September, 1989 – 1997; Pool Director

SUMMER VENTURES IN SCIENCE AND MATH, NCCU, DURHAM, NC; June - July, 1994 – 1996; Resident Advisor

CHAPEL HILL/CARRBORO YMCA, CHAPEL HILL, NC; 1988 - 1998; Receptionist

CHAPEL HILL/CARRBORO YMCA, CHAPEL HILL, NC; 1986 - 1988; After-School Counselor

BOARDS AND COMMITTEES

Leo M. Croghan Memorial Foundation

September 2006 - present

This foundation was created to honor the memory of Leo M Croghan, past Director of the Fayetteville Developmental Evaluation Center, through education, awards and scholarships in the field of developmental disabilities. It is funded through proceeds from an annual conference whose purpose is to provide professionals and parents with opportunities to learn new techniques, theories, and practices from leaders in the field of developmental disabilities in young children.

The North Carolina Interagency Coordinating Council for Children from Birth to Five with Disabilities and Their Families, Governor's Appointed Member

July 2009 -July 2010

This council ensures the development and implementation of a coordinated interagency service system for infants, toddlers, and preschoolers with disabilities or developmental delays and their families and serves as the state level advisory board for early intervention services.

Assuring Better Child Health and Development (ABCD) State Advisory Workgroup

2011-2014

This workgroup advises the NC ABCD Initiative, a primary care quality improvement initiative within the infrastructure of Community Care of North Carolina, with a focus on building the State's capacity to provide early childhood development services to low-income children and a model for future replication throughout the state.

North Carolina's Autism Alliance

2009-2016

The Autism Alliance, an interagency consortium blending the state's ASD services and activities with stated objectives related to public policy/legislation, training, clinical activity, families, and research.

Consumer Advisory Committee for UCEDD at CIDD

2014-Present

VOLUNTEER SERVICE

American Red Cross, Recruiting for annual UNC Blood Drive

Carnivore Preservation Trust, Building habitats for endangered species and assisting in photographing tiger footprints for joint research project with SAS

Special Olympics, Coaching youth soccer and swimming; teaching swimming classes; and supervising field trips