

Anita B. Wormald
3713 Buckboard Drive
Plano, Texas 75074
972-423-6329

Summary of Qualifications:

- Goal oriented, personable and enthusiastic
- Skilled at organizing, simplifying and presenting complex materials
- Builder of relationships with internal and external partners

Summary of Accomplishments:

- Directed skill oriented business courses in Continuing Education
- Contracted with area businesses to provide customized training
- Developed staff development calendars for JCPenney, City of Plano, Charter Insurance and TwinStar
- Led the Business Solutions Group to new levels by offering consulting as well as Instructor led courses to corporations within Collin County.

Education

1962 A.A. Keystone Junior College, LaPlume, Pennsylvania
1966 B.B.A. Adelphi University, Garden City, New York
1994 M.A. Amber University, Dallas, Texas

Professional Experience:

1999 to present Director Business Solutions Group – Manager of Sales Team to promote customized training and consulting for Collin County Community College

1990 to 1999 Facilitator of Training between Collin County Community College and industry. Program Director for Continuing Education responsible for directing course work in Business Administration, Telecommunications, Technical Training, Career Planning, Small Business Development, Aviation, Communication.

Coordinator of SUCCESS, Students Utilizing Collin County Community College Educational Services Systems, a Cooperative Education Program funded by Carl Perkins grant.

2000-2004 United Way Executive Board – Nominating Chairman

2002 Chaired Volunteer of the Year Luncheon

1994 United Way Executive Board

1975 to 1990 Community Volunteer responsible for coordinating 1984 Plano Bond Issue for revitalization of downtown Plano.

Board member, Junior League of Plano

Board member, Rape Crisis Center of Plano

Board member, Practical Parenting

1966 to 1972 Education Services Representative, IBM, Garden City, New York
Conducted training classes on office products and demonstrated equipment for salesmen.

1962 to 1966 Admissions Counselor, Keystone Junior College. First recruiter hired by the college to boost enrollments. Responsible for organizing recruitment efforts.