

Ashley J. Moore Ellis

1843 Azure Grove Court Marietta, Georgia 30008 | 205-948-7624 | ajmoore728@gmail.com

PROFILE

- Extensive professional experience in the education field, including administration, teaching, advising, and writing
- Focus on social justice and fostering environments that become ecosystems of diversity, equity, inclusion and belonging
- Strong leadership and advocacy skills - Excellent instructional, administrative, and writing abilities
- Excellent interpersonal and facilitative abilities - Strong technical and problem-solving skills
- Knowledgeable of preschool and elementary education in public and private school settings

EXPERIENCE

Atlanta Speech School, Atlanta GA | 2021-Present

Director of Diversity, Equity & Inclusion | Diversity, Equity & Inclusion Lead

- Audit organizational culture through data collection and analysis – Conduct focus groups, interviews, surveys
- Create and implement plans to promote organizational diversity, equity, and inclusion
- Develop training programs to enhance employee understanding of inclusion and belonging issues
- Research and advise on diversity and inclusion concerns as they relate to recruitment and employee relations
- Review policies and procedures to ensure inclusive best practices

Atlanta Speech School, Atlanta GA | 2022-Present

Director of Enrichment

- Supervise enrichment teachers in the following subject areas: art, music, library/media, social-emotional learning, physical education, occupational therapy, and STEAM
- Support the teachers' professional development
- Foster a work environment that encourages teachers to flourish and have the most significant impact on the students and families they serve

Atlanta Speech School, Atlanta, GA | 2017-22

Coordinator of Substitute and Temporary Staff | Substitute Specialist

- Coordinated staff childcare for virtual learners - Supported recruiting, hiring, and training of substitute/temporary staff
- Managed substitute requests for teachers, therapists, and office staff - Developed and disseminated leave data reports
- Served as Co-Chair of Black History Committee and helped create curriculum - Served as Learning Lab Lead

JO Wilson Elementary, Washington DC | 2009-2017

Teacher | Early Childhood Educational Assistant

- Taught kindergarten (4.5 years) and third grade (3 years)
- Served as Tools of the Mind Instructor and Academic Parent-Teacher Teams Co-Facilitator
- Facilitated student data meetings with parents – Engaged in-home visits
- Served as an educational assistant in the special education department

Emerging Scholars Program, Alexandria VA | 2015-16

Enrichment Specialist

- Provided academic and developmental support for gifted students from low-income households
- Developed curriculum and facilitated service-learning projects - Utilized effective planning and facilitative skills
- Scheduled guest speakers

DC Scores, Washington DC | 2015-16

Writing Coach

- Provided guidance and support for creative writing activities
- Prepared students for poetry slam project - Facilitated service-learning sessions and culminating project

Sylvan Learning Center McLean, VA | 2010

Tutor

- Provided K-12 tutoring and academic support - Offered encouragement and instruction
- Managed student data - Monitored and tracked student progress - Utilized effective interpersonal skills

Jefferson County Public Schools, Center Point, AL | 2007-09

Teacher

- Taught third and sixth grade - Built rapport with students - Utilized effective instructional and interpersonal skills

Ashley J. Moore Ellis | 2

COMMUNITY ENGAGEMENT

Pieces of Me, Washington, D.C and Georgia | 2012 - Present

Artist, Writer, Workshop Facilitator, Educational Advocate

- Self-Published *Pieces of Me: An Interactive Chapbook of Poetry, Art, and Reflection*
- Created online resources for parents in need of encouragement and academic support during the onset of the pandemic
- Conducted workshops promoting positive self-concept and sense of value for participants' life stories through art

National Student Leadership Congress, Council for Opportunity in Education, Washington, D.C. | 2007-09

Counselor

- Facilitated mock congress hearings and planning sessions for high schoolers
- Supervised TRIO youth during tours, congressional visits, lectures, and sessions

EDUCATION

University of Georgia, Athens, GA. | 2024 (expected graduation: Aug. 2024)

- Major Concentration: Learning, Leadership, and Organizational Development
- Grade Point Average: 3.9

Howard University, Washington, D.C. | 2012

- Major Concentration: Sociology (36 master credit hours)
- Grade Point Average: 3.3

University of Montevallo, Montevallo, AL | 2006

- Bachelor of Science Degree in Elementary Education
- Grade Point Average: 3.6 - Tennis Team

CONFERENCES & PRESENTATIONS

- OPTIONS Schools Annual Conference; presenter April 2023
- Sondra Mims Professional Development Day, Atlanta, GA, March 2023
- National Association of Independent Schools People of Color Conference November 2023

AWARDS

- Melanie Burden Community Arts Award, Black Faculty & Staff Organization, UGA, September 2023

CERTIFICATIONS

- Resilient Leadership in an Anxious World Certificate, University of South Florida (USF)
- Diversity & Inclusion Specialist, Academy of Innovation in HR (AIHR) | 2021
- Diversity, Equity, and Inclusion in the Workplace Certificate, USF
- Ethical & Inclusive Leadership Certificate, USF

PROFESSIONAL TRAININGS

- SAIS DEI Institute 2024
- NAIS People of Color Conference 2023
- Courageous Conversations About Race Protocol I, II, II; DEI to EDI; and Courageous Conversations Exploration
- Teaching for Change: Stories from Our Classrooms, Social Justice Writing Workshop
- Tools of the Mind Training
- Conflict Resolution Training
- Live It Learn It Teacher Institute Workshop
- Responsive Classroom Training

COMMITTEES

- 2024 Hiring Committee (Atlanta Speech School- Kenan and Hamm)
- Parent Teacher Association (DCPS) (Atlanta Speech School); Parent Teacher Council (Hamm) Atlanta Speech School
- Black History Month Co-Chair (Atlanta Speech School)
- School Personnel Committee (DCPS)