

CLARA BURKS-JONES, J.D.

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**PROFESSIONAL SUMMARY OF QUALIFICATIONS:**

*Twenty-three years as an educator: Teacher, Special Magnet Program Coordinator, Administrator, Adult Education Coordinator, Counselor, Coach, Human Resources Manager, Diversity Trainer, Athletic Director, Department Chairperson, Multi-cultural State Representative Trainer, and Tutoring Elementary Students.*

*Five years as a Legal Advocate for Teens: Director of Summer Youth Programs for Incarcerated Youth, Youth and Adult Counseling, responsible for the implementation of school and community programs for teens that were wards of the courts.*

*I have also worked as a part-time adjunct law and business professor, developed and implemented after-school programs for elementary school aged students, developed and implemented parenting programs and volunteer tutoring in Dekalb Shelters for teens.*

*Worked and develop programs for Los Angeles, Unified School District Park and Recreations Department.*

**PROFESSIONAL EXPERIENCES:**

2014

Retired/Volunteerism

1998-2014

Gwinnett County Schools

Child Advocate

High School Professional Counselor

Family Dispute Mediator

**EDUCATION:**

Post Degree Studies

GA. State University

Juris Doctorate

The People College Law School

Master of Science

University of California, Dominguez Hills

Bachelor of Art

Wayne State University

Tennessee State University

**HONORS AND AWARDS:**

Outstanding Young Woman of America

Outstanding Performance Education 100 Black Women

Dream Team II Award

Who's Who in American Colleges & Universities?

Alpha Kappa Alpha Sorority, Inc. " Citizen of the Year "

NBCA Hall of Fame Citation for Volunteerism

Award of Excellence- NEA

CEO Fellowship Award

GEA Award