

Elizabeth O. Geyer

45 Stanley Hall, University of Missouri, Columbia, MO 65211
(573) 882-7072
geyere@missouri.edu

EDUCATION

- M.A.** Degree in Human Development and Family Studies August 1993
Emphasis on Child Development
University of Missouri – Columbia GPA 3.917
- B.S.** Degree in Child and Family Development May 1985
Emphasis on working with Children in Group Settings
University of Missouri – Columbia
Graduated cum laude GPA 3.667

Florida Department of Children and Families 40 Hour Training

Florida Department of Children and Families Staff Credential

Florida Department of Children and Families Director Credential

PROFESSIONAL EXPERIENCE

- June 2010-June 2013 **Center Director.** Childcare Resources Education Center, Vero Beach, Florida
- Dec. 2006-August 2007 **Interim Director.** Child Development Lab, University of Missouri, Columbia, Missouri
- 1993 to 2010 **Instructor.** Department of Human Development and Family Studies, University of Missouri, Columbia, Missouri
- 1994 to 1995 **Workshop Developer** for Project REACH. Department of Human Development and Family Studies, University of Missouri, Columbia Missouri
- 1992 to 1993 **Assistant Executive Director** of Community Nursery Schools, Columbia, Missouri
- 1991 to 1993 **Supervisor** of Hinkson Children's Center, Columbia, Missouri

1992 to 1992	Intern in Advanced Child Development Laboratory Course Department of Human Development and Family Studies, University of Missouri, Columbia, Missouri
1990 to 1991	Assistant Supervisor. Hinkson Children's Center, Columbia, Missouri
1987 to 1991	Head Teacher. Hinkson Children's Center, Columbia, Missouri
1985 to 1987	Research and Teaching Assistant, Department of Human Development and Family Studies, University of Missouri, Columbia, Missouri
1986	Program Evaluator. Fun City, Columbia, Missouri

AMPLIFICATION OF PROFESSIONAL EXPERIENCE

KEY RESPONSIBILITIES

Center Director – Childcare Resources Education Center, Vero Beach, Florida

- Assisted in program and center development prior to and during opening of a non-profit child care center.
- Coordinated all aspects of a non-profit child care center.
- Established and maintained center operational and personnel policies.
- Hired and supervised head and assistant classroom teachers.
- Maintained state licensing and NAEYC Accreditation standards.
- Started, implemented and supervised USDA Food Program.
- Led center staff in NAEYC accreditation process, including self-study, portfolio development, application and site visit.
- Maintained parental involvement including regular communication, newsletters, parent participation activities and parent meetings.
- Maintained enrollment of 53 children in infant, toddler and preschool programs.
- Organized and led staff meetings and staff professional development programs.
- Organized and supervised volunteers.
- Worked with executive director and board to maintain center budget.
- Represented center at grant interviews, board meetings and other fundraising events.

Interim Director – Child Development Laboratory, University of Missouri-Columbia

- Supervised classroom teachers and administrative staff.
- Maintained state licensing and Missouri Voluntary Accreditation standards.
- Supervised USDA Food Program.
- Maintained parental involvement, including regular communication and organizing and leading Parent Advisory Council meetings.
- Maintained enrollment of children in infant/toddler, preschool and school-age programs.
- Organized staff professional development programs.
- Worked with the fiscal officer to develop and maintain the program budget.

- Worked with department faculty to coordinate graduate assistantships.
- Established a relationship with service learning to place advanced students within the lab for special projects.

**Instructor - Department of Human Development and Family Studies,
University of Missouri – Columbia**

- Taught a child development laboratory course three semesters a year.
- Developed the course, including syllabus, reading assignments and packet, lectures and class discussions, development and grading of student assignments.
- Arranged for guest speakers.
- Supervised, evaluated, mentored and modeled for student teachers within laboratory classroom.
- Acted as head teacher in a full time early childhood classroom serving 20 children and families. My responsibilities included planning and implementing curriculum for children ages 2 ½ to 5 years old, maintaining parent contacts, assessing and recording children's development and meeting state licensing and accreditation standards.

Workshop Developer for Project Reach – Columbia, Missouri

- Research and development of a series of workshops for Project Reach.
- Workshops developed for child care providers in the areas of: Art, Creativity and Self Expression; Dramatic Play and Blocks; Health and Safety; Language Development; Partnerships with Parents; Physical and Motor Development and Outdoor Play; Professionalism; Science and Math; Sensory Development; Social and Emotional Development; Special Needs Children; Teacher-Child Interaction and Self Esteem; Toys, Equipment and Materials; Arranging the Learning Environment; Discipline and Guidance; Curriculum Development and Webbing; Program and Classroom Management; Child Development; Cognitive Development; Music and Movement; Creative Development; Books, Literature and Language.

Assistant Executive Director - Community Nursery Schools, Columbia, Missouri.

- Assistant Executive Director for 3 non-profit, United Way funded child care centers serving ages 6 months to 9 years. Average enrollment: 131.

Supervisor - Hinkson Children's Center, Columbia, Missouri.

- Coordinated all aspects of a non-profit United Way funded child care center.
- Established and maintained center operational and personnel policies.
- Maintained state licensing regulations and Missouri Voluntary Accreditation standards.
- Aided in development and implementation of a pilot program with the Division of Family Services to help eligible families apply for and receive day care assistance.
- Applied for grant monies.
- Encouraged parental involvement, including organizing and leading a Parent Advisory Council.
- Maintained enrollment of children at two child care centers (total enrollment of 115 children).
- Organized staff professional development programs.
- Hired and supervised head and assistant teachers.
- Hired and supervised full-time cook and housekeeper.
- Evaluated all staff regularly.

- Supervised USDA Food Program for three centers.

**Intern – Department of Human Development and Family Studies,
University of Missouri – Columbia.**

- Assisted in teaching Advanced Child Development Laboratory Course.
- Organized and led lectures and group discussions.
- Evaluated and graded student assignments, activity plans and observations.
- Formulated and graded exam questions.
- Supervised and evaluated students in a classroom setting.

Assistant Supervisor – Hinkson Children’s Center, Columbia, Missouri

- Acted as assistant supervisor in a non-profit United Way funded child care center.
- Supervised USDA Food Program for on-site center.

Head Teacher – Hinkson Children’s Center, Columbia, Missouri

- Planned and implemented curriculum for children ages 2 to 3 ½ years old.
- Maintained parent contacts.
- Assessed and recorded children’s development.
- Supervised student teachers and aides.

**Research and Teaching Assistant – Department of Human Development & Family Studies,
University of Missouri – Columbia**

- Assisted in administration of Child Development Laboratory.
- Analyzed data.
- Researched and assisted in writing manuscripts related to child and family development.

Program Evaluator - Fun City, Columbia, Missouri

- Invited to work with the City of Columbia to evaluate Fun City, a non-profit program for school-aged children in the summer.
- Utilized Missouri’s Standards and Procedures for Voluntary Accreditation.

WORKSHOPS PRESENTED

Geyer, E. & Geyer, F. (2004) Everything Old is New Again: New and Creative Ideas for Familiar Art Mediums Using Recycled Materials. National Association for the Education of Young Children Annual Conference. Anaheim, California.

Geyer, E. & Geyer, F. (2002) Hey Look It’s Me! Using Photos Within the Classroom and Curriculum to Promote Self Esteem in Young Children. Midwest Association for the Education of Young Children Annual Conference. Milwaukee, Wisconsin.

Geyer, E. & Geyer, F. (2001) Hey Look It’s Me! Using Photos Within the Classroom and Curriculum to Promote Self Esteem in Young Children. National Association for the Education of Young Children Annual Conference. Anaheim, California.

Geyer, E. & Geyer F. (2001) Culinary Curriculum: Using children's literature relating to food and cooking to plan for all areas of an early childhood curriculum. Booneslick Early Childhood Conference. Central Methodist College. Fayette, Missouri.

Geyer, E. & Geyer F. (2000) A Little of a Lot: A collection of useful and creative ideas for all areas of a child's development. Booneslick Early Childhood Conference. Central Methodist College. Fayette, Missouri.

Geyer, E. (1999) Making Math Fun. Project REACH In-service Training. University of Missouri-Columbia. Columbia, Missouri.

Geyer, E. (1998) Curriculum Planning, Development and Webbing. Project REACH In-service Training. University of Missouri-Columbia. Columbia, Missouri.

PUBLICATIONS

Geyer, E. & Geyer, F. (2005) Quick and Easy Activities Using Student Photos. New York: Scholastic Professional Books.

PROFESSIONAL EXPERIENCES

Department Committees

2000 to 2010	Advisor: Human Development and Family Studies Student Association
2000 to 2010	Assessment Exam Committee
1998	Graduate Committee Member P., Lo, M.A.
1997	Department United Way Campaign Chairperson
1995 to 2010	Child Life Screening Committee
1993 to 2010	Undergraduate Education Committee
1993 to 2010	Child Development and Education Committee

Community

1991 to 2010	Missouri Voluntary Accreditation – Review Team Member
--------------	---

PROFESSIONAL AFFILIATIONS

National Association for the Education of Young Children
Florida Association for the Education of Young Children
Southern Early Childhood Association

References available upon request.