

DR. ANITA M. TURNER

anlisa@msn.com

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EDUCATION & CERTIFICATES

Doctor of Education (Ed. D)

(Major Area of Study: Healthcare Education)

Nova Southeastern University, USA – 2016

Master of Arts in Teaching

(Major Area of Study: Exceptional Student Education)

University of South Florida, USA – 2006

**Bachelor of Arts (Hons) Housing Management and
Development**

University of Westminster, England, UK – 2002

Educators Certificate 2005- 2026

Florida Department of Education

R E L A T E D E X P E R I E N C E

Alzheimer's Association- Volunteer, FL, Gulf Coast Chapter

Designed and delivered instruction through the development of instructional plans to meet course outcomes, developed activities that supported lesson objectives, for online courses, delivered the instruction as approved within each course shell.

Effectively utilized technology in the classroom to support the student learning experience.

Enabled the achievement of pre-defined outcomes for student achievement and evaluation

Develop and conduct professional development programs for ALF Administrators

ASSISTED LIVING FACILITY ADMINISTRATOR

WESTMINSTER COMMUNITIES OF FLORIDA, ST PETERSBURG JUNE 2020- MARCH 2021

Responsible for all community operations, acted as contact for all staff, residents, prospects, community organizations, government agencies and the public.
Prepared staff schedules, conducted satisfaction surveys to ensure proper delivery of service to residents, guests, and team members.

Developed policies, procedures, and systems to ensure productive and efficient operations
Prepared, allocated and monitored the facility budget anticipating and minimizing negative budget variances and deficits. Constantly explored means to enhance revenue and reduce expenses.

Prepared correspondence and reports, scheduled and facilitated meetings, represented the organization at meetings and conferences and other special events. Oversaw the hiring process, developed and promoted programs for continuing staff support services to the residents

Promoted cultural competency and developed community partnerships to access all available services.

Oversaw the admission process to ensure required documentation is completed in a timely manner and in accordance with established policies and procedures

ASSISTED LIVING FACILITY OWNER/ADMINISTRATOR

2011 -2021

Supervised, managed, trained and inspired a team of healthcare professionals to maintain compliance with local, state, and federal ALF regulations

Developed policies, procedures, and systems to ensure productive and efficient operation of the facility.

prepared, allocated and monitored the facility budget

Prepared correspondence, reports, and other statistical data in preparation for external audits and surveys.

Scheduled and facilitated meetings, represented the organization at external meetings and conferences and other special/social events

Developed aging in place initiatives

ANRIC ENTERPRISES, INC, Owner/Chief Executive Officer.

2008-2014

Provided education and support to consumers with disabilities, their parents, and employers which included negotiating job accommodations and shadowing consumers at work

Liaised with job coaches at the Florida Division of Vocational Rehabilitation and other

