

Emily Kimbell

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EDUCATION

Gallaudet University - Washington D.C.

Bachelor Degree: Family and Child Studies - August 2007

LANGUAGES

Bilingual: Proficient in English and American Sign Language

EMPLOYMENT

Kentucky Commission on the Deaf and Hard of Hearing – Frankfort, Kentucky

June 2012 – Present

Information Coordinator for the Deaf and Hard of Hearing

- Research and analyze federal laws such as Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, and Fair Housing Act to advocate for accessible communication for the deaf and hard of hearing
- Handle daily requests related to information, referral, and advocacy
- In-state travel to events to promote awareness and disseminate resources on hearing loss
- Manage the Deaf Resource Library
- Coordinate volunteers and interpreters for events
- Also assisted the Executive Director during the 2022 Kentucky Legislative Session following, researching, tracking legislative bills related to deaf and hard of hearing community; watching and reporting on committee hearings and business sessions; and report summaries of important actions and meetings.

Hickman County Schools - Clinton, Kentucky

August 2010 – June 2012

Instructional Assistant - Special Education

- Assisted students in a small classroom setting
- Provided one on one in depth discussion with a deaf student
- Used American Sign Language as a form of communication in the classroom
- Assisted teacher in prepping for class (copying, laminating, filing papers)

Texas School for the Deaf - Austin, Texas

August 2008 - March 2010

Special Needs Department - Transition Program

Life Coach/Instructional Assistant

- Coached job training based on the students' interests and skills
- Used assessments and documented students' progress at worksites and classrooms
- Assisted students based on needs (meals, transfer, and hygiene)
- Provided role modeling to show appropriate social skills
- Taught students how to advocate their own needs
- Taught in the classroom when assigned

Dillard's - Paducah, Kentucky**October 2007 - April 2008****Sales Associate - Home Store**

- Greeted customers in assigned department
- Organized merchandise tables assigned by floor manager
- Assisted customers and provided additional information on products
- Managed money and orders within the assigned department

Gallaudet University Athletic Department - Washington D.C.**February 2004 - April 2007****Event Staff**

- Served on event team in admitting guests to sporting events
- Worked in the concession stands stocking, serving, selling, counting money
- Copied and filed paperwork
- Shredded files upon assignments

Gallaudet University Tutorial & Instructional Program Center - Washington D.C.**October 2003 - April 2007****Tutor/Presenter**

- Provided training to new employees
- Helped improve students' math skills
- Referred students for additional help

SKILLS

- Proficient in Microsoft Office Programs (WORD, EXCEL, POWERPOINT, SPREADSHEET)
- Skilled on using technology such as computer, handheld devices, TTY/TDD, videophone, relay services, and other devices

TRAINING

- ADA Basic Building Block
- Hearing Loss Support Specialist
- ADA Coordinator Training Certification Program

COMMUNITY INVOLVEMENT

- Forks of Elkhorn Baptist Church:
 - Serving as a deacon
 - Manna House Coordinator (Food Pantry)
 - Volunteer at the Cross Center (Recreation Center)
 - Served on the Constitution and Bylaw Committee
- Currently serving on the Kentucky Assistive Technology Loan Corporation Board of Directors
- Community Impact Council for the Deaf and Hard of Hearing