

**Kelly Arrington, M.Ed.**

Career & Academic Connections Coordinator
405-743-5159, kelly.arrington@careertech.ok.gov

- Manage the Career and Academic Connections Division, ensuring support for career and academic development for Oklahomans K-Adult.
- Provide professional development, technical assistance and career development strategies for K-Adult.
- Disseminate monthly student services email update.
- Serve as process leader for student support services at ODCTE.

**Cynthia Vick**

Career & Academic Connections Administrative Assistant
405-743-5162, cynthia.vick@careertech.ok.gov

- Coordinate efficient office management for Career and Academic Connections Division.
- Provide communication and event logistics for Career & Academic Connections.
- Provide registration and event support for Career & Academic Connections.

**Tommi Leach, M.Ed.**

Academic Coordinator
405-743-5524, tommi.leach@careertech.ok.gov

- Assist with academic advisement, planning and transcript issues.
- Serve as academic liaison for ODCTE to SDE and OSHRE.
- Assist with CTE Academic Credits.
- Write Career Advisor e-newsletter.

**Sharon Baker, M.Ed.**

Disability Services Specialist
405-743-5596, sharon.baker@careertech.ok.gov

- Assist K-12, technology and skills centers personnel to meet local guidelines and state and federal legislation.
- Provide professional development and technical assistance to ensure partnerships and programs are appropriate and accessible to individuals in special populations.
- Coordinate and assist in developing/adapting products targeted toward services to members of special populations.

**Erica Harris, M.Ed.**

Advisement Specialist
405-743-5164, erica.harris@careertech.ok.gov

- Advise K-12 and tech center counselors on career development and data literacy
- Assist technology center student services support staff with the Guidance Team Self Study.
- Provide college and career readiness technical assistance and professional development.

**Jo Kahn, M.Ed.**

Career & Employment Information Services Coordinator
405-743-5404, jo.kahn@careertech.ok.gov

- Provide support to job placement and workforce professionals.
- Develop, coordinate and provide professional development for web-based career information and guidance products in the classroom.
- Assist with the online career development system.

**Susan Kuzmic**

Career Readiness Certificate Coordinator
405-717-4923, susan.kuzmic@careertech.ok.gov

- Assist with Career Readiness Certificates.
- Assist with ACT WorkKeys for Job Profiles.
- Assist with Key Train/CR 101.
- Serve as liaison for ODCTE and ACT for WorkKeys.

**Roberta Douglas**

Career Development Specialist
405-743-5425, roberta.douglas@careertech.ok.gov

- Assist with strategies for effective career development, K-Adult.
- Oversee OkCareerGuide, including training & technical support.
- Serve as Global Career Development Facilitator course coordinator.

**Twila Green, M.Ed.**

High Schools & Tech Centers That Work Coordinator
405-643-5511, twila.green@careertech.ok.gov

- Coordinate & support school improvement and innovation.
- Assure students develop the academic knowledge & skills required by students' career choices.
- Assist with location resources/materials.