

To the Assessor:

I am submitting this portfolio to demonstrate my experiential learning in the area of study described. The materials in this experiential learning portfolio, particularly the documentation, clearly demonstrate these experiences as multiple examples to support learning components and course objectives.

Currently, I am Executive Director of the Webster Groves/Shrewsbury/Rock Hill Area Chamber of Commerce. I am enjoying a successful career and have contributed to community events through my public speaking.

I embarked on this experiential learning journey through some preliminary discussions with my advisor in January, 2017.

In April, I reviewed the undergraduate course catalog and identified 3 additional hours for which I felt I could show learning in order to finish my bachelor's degree. This portfolio follows the model outlined in EDUC 1000 Educational Program Analysis.

Thank you for taking the time to review this portfolio, and please feel free to contact me with any questions you may have. I look forward to completing my undergraduate degree at Webster University.

Sincerely,

A handwritten signature in black ink, appearing to read "Rebecca", with a long, sweeping underline that extends to the right.

Rebecca
Phone number
Email

Prior Learning Assessment Portfolio

Rebecca (Student ID 1257148)

EDUC 1000

Spring 2017

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- Learned established techniques of writing and delivering a speech
- Delivered speeches that actively engaged the audience.
- Developed advanced proficiency in performing at speaking engagements.
- Learned to listen effectively to other speeches in order to give meaningful evaluations, and to coach and mentor speakers
- Developed confidence and enjoyment in speaking.

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Resume

ADDRESS

PHONE NUMBER • [EMAIL](#)

REBECCA

SUMMARY

Creative, articulate and results driven **executive** with the ability to manage multiple tasks, and work well with diverse constituencies. Able to manage day-to-day operations, and provide long range planning. Able to take new projects from inception to completion.

STRENGTHS

Employee supervision: Hired, trained, and managed staff at the Chamber of Commerce, as well as teams of buyers, assistants and store staff at Macy's, Sweet Factory and Make Mine Sweet retail stores.

Volunteer recruitment/engagement: Led all volunteer teams at the Chamber of Commerce and for Toastmasters events.

Presentation skills: Acted as host at Chamber events. Served in many roles in Toastmasters International, and received recognition awards for leadership and communication skills. Speaker on Women's History at the Missouri History Museum.

Financial/budget: Responsible for budget planning and financial results for the Chamber. This includes some bookkeeping in Quickbooks. Added new sponsors and events to the Chamber. As a buyer at Macy's, took department from losing money to 10% profit.

Marketing: For the Chamber of Commerce, added new events, and developed a Community Outreach program to make the Chamber more visible in the community. Developed total marketing plans for all of my retail experiences. Chocolate Festivals at Macy's drove a 24% sales increase. As co-facilitator for the St. Louis chapter of Powerful You, I garnered more paid business sponsorships than any other Powerful You Chapter in the country. At Macy's, garnered record setting vendor contributions to advertising.

Communication: Excellent interpersonal skills. Able to engage Chamber members into increased participation in the activities of the organization. Able to work collaboratively with elected officials, community organizations, businesses and others in the community. Compiled and edited the monthly printed Chamber newsletter. Handled multiple social media channels. Ability to enroll vendors, management and other constituents in a vision for a project, such that they come forward and support it.

Event Management: Planned and executed recurring monthly events at the Chamber (luncheons, morning and evening events.) Responsible for collaborative planning and execution of 4 major fundraising events (Community Showcase, Golf Tournament, Trivia Night and Annual Awards Banquet). Added a new 5k race event, and three other events to the Chamber calendar in my first year. Added over \$20,000 in annual event income to the Chamber.

EMPLOYMENT

Webster Groves/Shrewsbury/Rock Hill Area Chamber of Commerce-Executive Director Non-profit community organization.	2011-present
Service Noodle, St. Louis, MO Account Development Representative Missouri privately held company providing internet marketing.	2010-2011
Heartland Payment Systems, St. Louis, MO Relationship Manager Merchant Services Firm	2005 - 2010
Graphic Communications, San Diego, CA Account Executive Commercial Printing Firm	2002-2005
Make Mine Sweet, San Diego, CA Founder and Store Owner Independent retail store for candies, custom chocolates and gift baskets.	1996-2002
Sweet Factory San Diego, CA Merchandising manager with a team of 3 buyers. Took this chain from 100 stores to 200 stores Privately held chain of candy stores	1994-1996
Macy's Department Stores, San Francisco, CA Various positions including buyer of gourmet foods, candy, wines and then Vice President of the Food area, administrator for 3 buyers and assistants.	1978-1994

PROJECTS AND COMMUNITY EXPERIENCE

Member, Alliance for InterRacial Dignity, Webster Groves	2015-present
Co-Organizer, Celebrate the Vote Festival	2016

Columnist , St. Louis Women's Journal "Our History"	2015-present
Ambassador , Gateway to Dreams	2013
Area Director , Toastmasters District 8 (Greater STL)	2014-2016
President of Webster Groves Toastmasters Club	2012-2013
Co-facilitator , Powerful You women's networking group	2007-2010

EDUCATION

University of Missouri Columbia, MO, 1969-1971

Webster University, San Diego, CA (1995)

and Webster Groves, MO (2017)

Undergraduate degree is in progress.

Area of Study

AREA OF STUDY: SPCM 1040: Public Speaking		Credits Requested: 3
Source of Learning	Learning Components	Documentation Links
Toastmasters International in club speaking (2004-2017)	Delivered over 40 speeches within the Toastmasters club environment, in order to develop performance skills, such as clear language, proper grammar, vocal variety, speech pacing, body language and connecting with an audience.	Completion records that document award levels, and award certificates. Photos Photocopies of programs for event.
	Wrote and organized original materials in order to make a point clear in spoken communication	
	Analyzed and delivered evaluations of other speakers, the purpose of which was to listen and give effective feedback on their work	
	Spoke extemporaneously as a weekly practice to develop skill speaking without preparation	
	Counseled a new club member so that she could more quickly learn effective speaking skills.	
	Prepared speeches from seven different manuals in order to learn new skills and refine previously acquired skills	
Public Speaking Presentations 2013-2017	Presented a public speech to newcomer's club on the History of Webster Groves So that the women would be entertained and learn something about the area.	

	Spoke At a freshmen orientation meeting at Webster University so that		
	Researched, organized and presented an educational session for a Toastmaster’s conference on “The Art of Storytelling” so that other toastmasters could learn a new skill.		
	Organized, marketed and wrote a presentation to honor and celebrate 95 years of women having the right to vote, so that women would appreciate how far we have come and be motivated to participate in a future event.		
	Prepared and presented a 50 minute training class on Parliamentary Procedures so that audience members could more confidently use the tools.		
	Spoke three times at the Missouri History Museum, and additional times for local clubs on women’s history and as a re enactor for 19 th century suffrage leader Elizabeth Cady Stanton, so that women could become knowledgeable about history and voting rights.		
	Hosted A radio show, interviewing local candidates for elective office in zip code 63119 So that listeners could make an informed decision		
	Competed as a contestant in an international speaking contest with Toastmaster’s International so that I could touch, move, and inspire an audience.		
	Spoke on television for a local event the Chamber of Commerce was hosting in order to develop awareness and participation in the event.		

Narrative:

Returning to college when in my sixties is a dream come true. After completing 80 hours at University of Missouri from 1969-71, life took me on many adventures. I experienced a challenging and exciting career with Macy's Department stores, living 27 years in California, first in San Francisco, and then San Diego. Along my life path, I became a mother, an entrepreneur, then went through a divorce and moved back to St. Louis, Missouri in 2005. Along the way, I took two courses in marketing at Webster University-San Diego in 1995.

I first took a public speaking course in night school in 1985, then later discovered Toastmasters while living in San Diego.

Toastmasters International is a nonprofit educational organization that teaches communication and leadership skills for anyone who wishes to overcome their fear of public speaking and learn skills that can help them in becoming more successful.

When I first joined a San Diego Toastmaster's club in 2004, I was a single mom, just divorced and learning a new career. In my first speech, I was the absolute queen of "Ahs and Ums." Those are filler words, such as 'Ah' and 'Um.' In this California club, they would ring a bell every time I said a filler word. That bell rang a lot during my first speech.

Over time, I was pleased to develop confidence and speaking skill, and found I enjoyed it immensely. In 2010, when I became an "empty nester" seeing my daughter off to Truman State University, I have increasingly spent more time in projects, presentations, events, and programs that involve public speaking.

In these last 7 years I have delivered more than 40 speeches from manuals provided by Toastmasters. With each speech, I learned to write clearly, to write for listening, and to add elements of drama. I progressed through programs "Competent Communicator," "Advanced Communicator Bronze," "Advanced Communicator Silver," and "Advanced Communicator Gold," and each award level represents 10 speeches given that build new skills. [Artifact 1](#)

I learned to be the master of ceremonies for Toastmaster's club meetings, which has served me professionally in my current job as Executive Director of the Webster Groves/Shrewsbury/Rock Hill Area Chamber of Commerce. During the six years I have performed this job, I have been the master of ceremonies for more than 72 monthly chamber networking meetings, facilitating the flow of the meeting and making the experience enjoyable, educational and concise.

Over the course of my seven years in weekly Toastmaster's meetings, I have had the opportunity to coach and evaluate other speakers, which was so rewarding. It was a joy to see a nervous new person stammer through their first speech and then later become confident and more effective in their presentations. [Artifact 2](#)

I was asked, in my role as Chamber executive director, to give a brief speech at Webster University's freshman orientation in 2014 and again in 2015, speaking about the community and its "hidden gems" to discover while a college student. [Artifact 3](#)

In 2015, I presented two trainings on storytelling at a conference and at a Toastmaster's Leadership Institute. These two trainings enabled the local Toastmaster's community to learn about storytelling. In my research and assembling of the presentations, I learned to enhance my own knowledge and skill in storytelling. [Artifact 4](#)

In January 2016, I gave another training presentation on Parliamentary Procedures at a Toastmasters Leadership Institute, which enhanced my learning by researching, preparing and presenting to a group of about 60 individuals. [Artifact 5](#)

I organized an event to celebrate the 95th anniversary of women having the right to vote in 2015, and appeared on Don Marsh's "St. Louis on the Air" radio show. [Artifact 6](#)

In 2013, one speech I gave at Toastmasters changed the entire direction of my life. Working in an advanced manual called "Interpretive Reading," my assignment called for me to present a speech from history. In my research for a historical speech, I stumbled on a speech given by Elizabeth Cady Stanton in 1848 in Seneca Falls, New York.

In Stanton's speech, "A Declaration of Rights and Sentiments" where she called for the right to vote for women, I discovered her passion, intellect, and bombastic oratory style. I edited her speech to the required time limit for the manual project and gave my interpretation to my club. The evaluator remarked "Rebecca, you just need a costume." So, I had a historical costume made! I began giving her speech to friends and to clubs.

I spoke, dressed as Elizabeth Cady Stanton, at the Missouri History Museum three times during the summer of 2016, which is a cherished highlight of my life. [Artifact 7](#) My "Step into History" speaking journey was featured in the January 2017 *Toastmaster* magazine, with a worldwide audience. [Artifact 9](#)

I had opportunities to speak on radio and television over the last several years, about both events in women's history, and for the Chamber of Commerce. [Artifact 8](#), [Artifact 10](#), [Artifact 11](#)

Throughout my speaking journey, I have learned the established techniques of writing and delivering speeches. I have learned to organize my thoughts and clearly communicate to the audience in an engaging manner, to connect with people, and share ideas and concepts.

I have learned the value of listening to others develop proficiency in speaking, to help them communicate more effectively. I have developed confidence in impromptu speaking and prepared speaking, and find that it is a true joy to connect with an audience.

When I received an opportunity to complete my Bachelors Degree at Webster University, while I work full time, I chose Women and Gender Studies as my major because it is my passion at this time of my life. I am pursuing this degree to become a more powerful thought leader and speaker on women's leadership.

Documentation Index

1. Artifact 1
 - a. Project completion record for first 10 speeches
 - b. Award “Competent Communicator” (for first 10 speeches)
 - c. Project completion record for Public Relations speeches
 - d. Project completion record for Interpretive Reading
 - e. Award for “Advanced Communicator Bronze”
 - f. Project Completion Record for The Entertaining Speaker
 - g. Project Completion Record for Storytelling
 - h. Award for “Advanced Communicator Silver”
 - i. Project Completion Record for Humorously Speaking
 - j. Project completion Record for Speaking to Inform
 - k. Award for “Advanced Communicator Gold”
2. Artifact 2
 - a. Project completion record for “Competent Leader” Award
 - b. Award “Competent Leader”
3. Artifact 3 Photo speaking at Webster University
4. Artifact 4 Storytelling
 - a. Program sheet for District 8 Spring conference – Storytelling Session – “No Small Potatoes”
 - b. Program for District 8 Leadership Institute, “The Art of Storytelling” education presenter
5. Artifact 5 Parliamentary Procedures program as speaker
6. Artifact 6 Photo of St. Louis Radio appearance for “Celebrate the Vote” in 2015
7. Artifact 7 History Museum photo of speaking
8. Artifact 8 “Step into History” magazine article in *Toastmasters*
9. Artifact 9 Photo of speaking at 2016 “Celebrate the Vote Festival” event
10. Artifact 10 Radio 63119 interviews show link <https://soundcloud.com/kwrh-radio/league-of-women-voters-ballot-issues-review>
11. Artifact 11 Link to TV show appearance. <https://www.youtube.com/watch?v=foWDEQ57B8g>

Degree Audit

Name: Rebecca

Major: Women and Gender Studies

Student ID#: 1257148

Date: 4/16/2017

Course #	Title	Semester	Grade	Credit Hrs.	Comments
Global Citizenship Program (GCP)					
	ANTH***** Intro Cult Anthro		A	3	GCP Knowledge and Skill Areas: Roots of Culture (Transfer)
	PHIL***** Intro Philosophy		B	3	GCP Knowledge and Skill Areas: Roots of Culture – (Transfer.)
	PSYC***** General Psychology		B	3	GCP Knowledge and Skill Areas: Social Systems and Hum Beh(Transfer)
	General Economics		B	5	GCP Knowledge and Skill Areas: Social Systems and Hum Beh(Transfer)

	Prin of Geology		S	5	GCP Knowledge and Skill Areas: Physical & Natural World (Transfer)
	Ele Spanish I		B	5	GCP Knowledge and Skill Areas: Global Understanding (Transfer)
	College Algebra		B	3	GCP Knowledge and Skill Areas: Quantitative Literacy (Transfer)
INTL 1500	Intro to Western Art		A	3	GCP Knowledge and Skill Areas: Arts Appreciation (Transfer)
SOCI 3450	Adv St-Engl Comp		CR	3	GCP Knowledge and Skill Areas: Written Communication (Transfer)
INTL 1500	The World System Since 1500	SU17	IP	3	GCP Knowledge and Skill Areas: Critical Thinking
SOCI 345	Sex and Gender			3	GCP Knowledge and Skill Areas:

					Ethics
ELECTIVES (called "Unused" on audit)					
FLST 3160	Topics in Film Studies French New Wave	S117	A	3	
EDUC 1000	Educational Program Analysis	SP17		IP	Elective
MNGT 2100	Management Theory and Practices	F195	A	3	
MNGT 3500	Marketing	SP295	A	3	
3T 65	Adv French Reading	FA69	B	2	Transfer
5A 3	Physical Education	F69	B	1	Transfer
1V 335	Honors Exp English	FA69	B	3	Transfer
7Z 11	Ph Ed Freshman Women	FA69	B	1	Transfer
3T 30	N Amer Indian Cult	FA71	B	3	Transfer
1V 326	Intro to Pol Sci Gh	SP70	B	3	Transfer

5A 8	English Lit & Lif Gh	SP70	B	3	Transfer
1V 10	Adv Cult Anthrop	FA71	B	3	Transfer
4H 125	Ph Ed Sophomore Women	SP71	B	1	Transfer
5E 20	General Anthro	FA70	C	3	Transfer
5A 4	Honor Indep Study	SP71	A	3	Transfer
6U 21	American History	FA69	A	5	Transfer
1Z 270	Ph Ed Freshman Women	SP70	D	1	Transfer
	Intro Music Lit	FA71	A	2	Transfer
	Modern Art & Archit	FA71	A	3	Transfer

5E 189	Ungrad Sem Amer Hist	FA71	A	3	Transfer
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8M 170	Child Psychology	SP71	A	3	Transfer
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For my major core, I still need: 30 hours

Core courses, 12 hours; Required courses ¹⁵ ; Electives, 9; for a total of 36 hours
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INTL 1500	The World System Since 1500	SU17	3	GCP Knowledge and Skill Areas: (Critical Thinking)	
SOCI 3450	Sex and Gender		3	GCP Knowledge and Skill Areas: (Ethics)	
SPCM 1040	Public Speaking	SP 17*	3	GCP Knowledge and Skill Areas: (Oral Communications)	
FRSG1200	Freshman Seminar		3		
KEYS 4	Keystone Seminar		3		

For my GCP courses, I still need 15 hours. To graduate, I still need 45