

**Manny Diaz, Jr., M.S. Ed.**  
Miami, Florida 33018

**Curriculum Vitae**

**EXPERIENCE:**

2018-Present                      Florida Senate    Tallahassee, Fl.

**State Senator**

- Chairman, Education, Senate Education Committee
- Vice-Chairman, Senate Education Appropriations Committee
- Appointed to Education Commission of the States by Senate President Bill Galvano

2012-2018                      Florida House of Representatives    Tallahassee, Fl.

**State Representative**

- Chairman, Education Choice and Innovation Committee
- Chairman, PreK-12 Appropriations Committee
- Vice-Chairman, Health Innovation Committee
- Member, Education Committee
- Member, Education Appropriations Committee
- Member, K-12 Policy Committee
- Appointed to Keep Florida Learning Committee by Commissioner Pam Stewart

2013-Present                      Doral College    Doral, Fl.

**Chief Operating Officer**

- Partner School Liaison
- Accreditation / Institutional Process team
- Physical Plant and Operations
- Human Resources
- Oversaw the College Test Prep Platform
- Supervise Information Technology
- Manage the Doral College Leadership Institute

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|--|---------------------------------|------------------|
| 2012-2013  | George T. Baker Aviation School | Miami, Fl.       |
| <b>Assistant Principal</b>   |                                 |                  |
| <ul style="list-style-type: none"> <li>• Professional Development.</li> <li>• Retention and Recruitment of Students</li> <li>• Master Schedule</li> <li>• Supervised Custodians and Plant Operations</li> </ul>  |                                 |                  |
| 2011-2012  | Redland Middle School           | Homestead, Fl.   |
| <b>Assistant Principal</b>   |                                 |                  |
| <ul style="list-style-type: none"> <li>• Middle School Curriculum.</li> <li>• Managed Intervention for lowest 25%</li> <li>• Retention and Recruitment of Students for Academy</li> <li>• Master Schedule</li> <li>• Managed SPED and ELL Programs</li> <li>• Supervised Custodians and Plant Operations</li> </ul>  |                                 |                  |
| 2010-2011  | South Miami K-8 Center          | South Miami, Fl. |
| <b>Assistant Principal</b>   |                                 |                  |
| <ul style="list-style-type: none"> <li>• Middle School Curriculum.</li> <li>• Supervision of Faculty</li> <li>• Oversaw Technology</li> <li>• Managed Reading Intervention groups</li> <li>• Retention and Recruitment of Students for Magnet Program</li> <li>• Assisted with Payroll, Budget, and Operations</li> <li>• Master Schedule</li> <li>• Managed SPED and ELL</li> <li>• Supervised Custodians and Plant Operations</li> </ul> |                                 |                  |
| 2007-2010  | FELC Tutors/ SES of Illinois    | Miami, Fl.       |
| <b>Executive Vice-President/ General Partner</b>   |                                 |                  |
| <ul style="list-style-type: none"> <li>• Launched New Territories in Chicago/Texas/Florida</li> <li>• Oversaw curriculum for Chicago Area</li> <li>• Recruitment and Retention of students Chicago</li> <li>• Recruitment and Retention of Teachers- Chicago/Dallas</li> <li>• Oversaw Operations- Chicago Public Schools</li> <li>• Managed Lead Tutors In Chicago/Dallas</li> <li>• Governmental Affairs</li> </ul>                      |                                 |                  |

1999-2007                      Hialeah-Miami Lakes Senior High                      Hialeah, Fl.

**Assistant Principal**

- Oversaw all school operations/ Principal's Designee
- Master Schedule/ Curriculum
- Oversaw Technology
- Liaison to Adult Education Program
- Managed Drop-out prevention program
- Oversaw 8 consecutive perfect property audits
- Managed intervention programs for lowest 25% learners
- Completed Executive Training Program and Urban Principal Initiative
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1994-1999                      Miami-Dade County Schools                      Miami, Fl.

**Teacher**

- Taught Social studies grades 9-12
- Assistant Baseball coach

**EDUCATION:**

2006                              Harvard University, Graduate School of Education                      Cambridge, MA

- Completed Principal's Institute for Urban School Leaders

1997-1998                      Nova Southeastern University                      Miami, Fl.

- M.S. in Educational Leadership.
- Graduated summa cum laude.

1990-1994                      St. Thomas University                      Miami, Fl.

- B.A. in Human Resources
- Completed all Secondary Education Certification Courses
- Scholar Athlete 1993-1994