



CASSANDRA SHORTER

CERTIFIED TOUR DIRECTOR/GUIDE

CONTACT

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- 🔥 INSERT CAMPFIRE QR CODE

CERTIFICATIONS

-Tour Director Certification- **TripSchool** 2025
Mega-Training - Feb2025

PERSONAL INTERESTS

Traveling, poetry, photography, jewelry making, counseling, adventure seeker

DESTINATION KNOWLEDGE

Although I have traveled extensively, I don't have in-depth knowledge of specific destinations. I have visited places like Africa, Canada, Hawaii, Washington, and the Dominican Republic, among others. During each trip, I made sure to explore these locations, whether alone or with friends. I am also open to learning about any place in detail if given proper notice.

DESTINATION TRAINING

- TripSchool Boot Camp, January 2025
- Mega Training February 2025 (signed up for the training)

RELEVANT EXPERIENCE

Pediatrics Program Manager

Baylor College of Medicine - 1/2002 - 7/2024

My responsibilities with Baylor were hiring, training, evaluating, and monitoring the performance of the Coordinators. Onboarding the new Interns, and scheduling their training. Organized interviews, including negotiating rates with the nearby hotels, transportation to and from the airport, itinerary, planned lunch, and dinner with current fellows/residents, and navigated the applicant through the day. Developed and maintained record keeping and filing system for 4 departments, maintained an annual budget of over 4+ million. Organize all department retreats, and orientations, which included strategically planning activities, negotiating budgets with hotels, reviewing contracts, and meeting with other department heads to continue relationships with their departments and various companies.

Girls Program Director

P.A.C.E - 6/2005 - 4/2010

Overseeing the PACE Program that works with at-risk girls who were placed on probation, helping them to develop more positive life choices while providing a unique intervention and support for the youth and their parents. Enabling the youth and their families to overcome the risks associated with returning to the criminal justice system. By teaching and counseling the youth along with the parents, life skills, parenting skills, family development, career technology, academics, and proper self-esteem and character development.

ACADEMIC BACKGROUND

Cornell University - 2021 - 2022 - Certification in Diversity & Inclusion
College of Biblical Studies - 2005 - 2009 - Bachelors Degree
2008 - Teaching Certificate
Houston Community College
2002 - 2004 - Major - Psychology
Austin Community College - 1990 - 1990
Major - Communications; Minor - Psychology