



COUNTY OF NUECES

RECEIVED

APPLICATION FOR APPOINTMENT TO BOARD OR COMMISSION **OCT 15 2013**

Incumbents need not fill out this application; submit letter of interest only.

PLEASE TYPE OR PRINT YOUR INFORMATION TO COMPLETE THE APPLICATION

A RESUME **MUST** ACCOMPANY THE APPLICATION, BUT IT DOES NOT SERVE AS A SUBSTITUTE FOR THIS APPLICATION. CONSIDERATION WILL NOT BE GIVEN TO APPLICANTS WHO DO NOT HAVE A COMPLETED APPLICATION AT THE TIME THE APPOINTMENT IS PLACED ON THE AGENDA.

Nueces County
Judicial Officers Court
Administration

For what Board or Commission are you applying? **Behavioral Health Center Board**
(MEMBER)

PERSONAL INFORMATION

Name	Rachel A. Cox		
Home Address	1733 Sun Beam Dr.		
City	Corpus Christi, TX	Zip Code	78412
Phone	(361) 244-0652	Work Phone	(361) 825-5816
Email Address			
Residence in Nueces County	<input type="checkbox"/> Precinct 1	<input type="checkbox"/> Precinct 2	<input checked="" type="checkbox"/> Precinct 3 <input type="checkbox"/> Precinct 4
Current Employer	Texas A&M University-Corpus Christi		
Dates of Employment	FROM 10/11/04		TO 10/14/13

Have you served on any board, commission, committee or as an elected official in Nueces County?

NO YES

If you answered yes, please list position and dates of service.

Do you or an immediate family member* have any professional or financial relationship that may present a potential conflict of interest for this board, commission or similar body? (i.e., employment, contracts, financial investment)

NO YES

If you answered yes, please explain below.

Do you or any immediate family member* have or have had any pending legal matters related to Nueces County or any board, commission or similar body within Nueces County?

NO YES

If you answered yes, please explain below.

EDUCATIONAL BACKGROUND

GED HS Diploma College Degree (indicate degree) M.S.-Guidance & Counseling

CERTIFICATIONS

Type	Licensed Professional Counselor (renewed)	Expiration Date	10/31/13
Type		Expiration Date	
Type		Expiration Date	
Type		Expiration Date	

PROFESSIONAL AND COMMUNITY AFFILIATIONS/POSITIONS HELD

(PRESENT APPOINTMENTS TO BOARDS, COMMISSIONS, ADVISORY BOARD OR COMMITTEE)

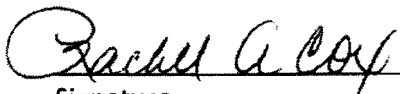
Name of Organization	AHEAD in Texas, President Elect	Dates of Service	6/1/13
Name of Organization		Dates of Service	
Name of Organization		Dates of Service	

COUNTY BOARD OR COMMISSION INFORMATION

Explain why you are interested in serving on this Board or Commission and what experience you bring that would assist in decision making and future actions of this Board or Commission.

I work and have a passion for helping individuals with disabilities. I have become more and more aware of the the lack of mental health care for homeless. I would also like to make a difference in our community and dispel the myths that do exist about this population and others. The lack of awareness leads to prejudice and discrimination and I would like to do my part in educating the community as well. Thank you for the opportunity.

I hereby certify that the foregoing answers are true. I further certify, should I be **considered for appointment** to a board, commission, advisory board or committee I will disclose in this application whether I am an employee of the governmental entity of which I seek appointment, I will disclose all appointments that may result in conflicting loyalties, and I will disclose if a family member is an employee of the governmental entity that I seek appointment. Also should I be **appointed** to a board, commission, advisory board or committee, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest upon discovery and recuse myself from the deliberations and action involved. Conflicts of interest include, **but are not limited to:** a direct or indirect financial interest by myself or a member of my family, and other interest, which impairs my ability to participate fairly in the deliberations and actions in question.



 Signature

10/15/13

 Date

***Immediate family member definition: wife, child, spouse of child, mother, father, aunt, uncle, grandparent**

APPLICATION AND RESUME MUST BE SUBMITTED TO THE COUNTY JUDGE EMAIL OR USPS TO
loyd.neal@co.nueces.tx.us

MAILING ADDRESS:
901 Leopard Street, Suite 303 Corpus Christi, Texas 78401

Information provided in "Application for Appointment to Board or Commission" is subject to public disclosure under the Texas Public Information Act or other applicable law. Pursuant to Section 552.1175 of the Texas Government Code a peace officer, county jailer, commissioned security officer, and certain others with law enforcement or prosecution related responsibilities may restrict access to certain personal information. A form requesting restriction of access can be obtained through the County Judge's office

Rachel A. Cox
1733 Sun Beam Dr.
Corpus Christi, Texas 78412
Home: (361) 985-2100
Cell: (361) 244-0652

PROFESSIONAL BACKGROUND

Administration and Management - Competent in purchasing and procurement processes as well as budget management. Skilled in training and supervision of staff; program evaluation. Prepare reports and executive summaries regarding programmatic issues, activities and services. Experienced in strategic planning and event planning.

Counseling - Provide individual and group counseling services. Administer and interpret necessary assessment instruments. Provide development workshops and presentations for campus community, groups and local schools. Co-facilitated diversity training workshops.

EXPERIENCE 2004-Present

Director of Disability Services

Texas A&M University-Corpus Christi, Corpus Christi, Texas

- Manage and provide leadership for comprehensive programs for students with disabilities
- Supervise 4 full-time staff and oversee daily operations and services of department
- Review documentation, conduct intakes and determine appropriate academic accommodations
- Manage, plan, develop and implement the budget
- Develop strategic and unit plans and evaluation of services
- Assist faculty in meeting accommodation request
- Assist in assuring physical and program access
- Develop policies and procedures
- Promote awareness events and activities
- Liaison between the department and community agencies
- Train and supervise staff and student workers

2000-2004

Career Counselor/Job Developer

Texas A&M University-Kingsville, Kingsville, Texas

- Assist students in identifying and exploring career opportunities.
- Conduct individual career counseling.

- Administer and interpret career-related inventories.
- Prepare and instruct career exploration and job skills seminars and workshops for students and faculty.
- Serve as a liaison between student seminars/orientation and faculty and between university and local community.
- Coordinate daily operations of Student Employment Program, including development and maintenance of contacts for part-time Student Employment and Internship Program.
- Assist with planning, developing, implementing, and promoting special projects and activities related to career development including events such as Career Fairs and Business Etiquette Dinner.
- Compile and generate data/assessment reports for the Director.
- Serve on university and departmental committees as requested.
- Collaborate with University College to conduct MyRoad training for 1201 faculty and serve as Network Administrator for MyRoad.
- Assist with routine office operations.

1997-2000

Counselor/Assistant Coordinator for Students with Disabilities

- Trained and managed the Services for Students with Disabilities Program on campus.
- Assessed requests for academic accommodations as defined by Section 504 of the Texas Rehabilitation Act and Americans with Disabilities Act by reviewing requests and accompanying documentation and arranging accommodations.
- Developed and coordinated programs and activities according to the strategic plan in areas of assessment, academic improvement, peer assistance training, faculty awareness and advocacy assistance.
- Provided leadership competence in determining the effectiveness of faculty awareness and client assistance as measured by an assessment survey.
- Other responsibilities include personal and career counseling, and a member of Accessibility Compliance Committee.

1996-1997

Therapist

Joseph J. Horvat, Ph.D., Corpus Christi, Texas

- Conducted individual psychotherapy, EEG biofeedback and administered a variety of test batteries including IQ, personality, career assessment, achievement and neuropsychological testing.

- Coordinated referrals to individuals and outside agencies for services not provided on site.
- Prepared Mental Status and IQ reports for Texas Rehabilitation Commission and treatment plans which included personal and career planning and development.
- Recorded progress notes as required.

1995-1996

Senior Staff Secretary

Principal Health Care of Texas, Incorporated, Corpus Christi, Texas

- Performed various secretarial duties including supervising the Marketing Support Staff.
- Prepared contracts, proposals and packets for distribution. Performed customer service duties as needed.
- Coordinated with other departments in collecting all the information required to complete outgoing contracts.
- Prepared various reports for corporate and for our administrative department.

1994-1995

Education Specialist

Council on Alcohol and Drug Abuse, Corpus Christi, Texas

- Assisted in the planning, development and implementation of a developmentally appropriate prevention curriculum geared to youth living in at risk situations.
- Submitted end of the month numbers to Program Director.
- Carried out other duties as assigned by the Program Director.

1994-1994

Youth Director

Project Phoenix, Corpus Christi, Texas

- Assisted clients with personal, family, social and educational problems and concerns.
- Helped clients develop anger management skills such as communication skills, assertiveness techniques, stress management skills and changing behavioral patterns.
- Conducted workshops and group counseling for students and organizations such as Child Protective Services.

EDUCATION

Texas A&M University-Corpus Christi, Texas
Master of Science in Guidance and Counseling, May 1996

Corpus Christi State University, Corpus Christi, Texas
Bachelor of Science in Psychology, May 1992

Del Mar College, Corpus Christi, Texas
Associate of Applied Arts in Psychology, August 1990

PROFESSIONAL DEVELOPMENT

Spring 2002

FIPSE Transculturation Project
Texas A&M University-Kingsville, Kingsville, Texas
Participated in semester-long course in transculturation, including immersion into the culture, history, sociology, politics, and religion of Mexico, culminating in a two week intensive Spanish language course in Cuernavaca, Mexico.

MEMBERSHIPS

Texas Association of Higher Education and Disability, Member,
2004-Present

Association of Higher Education and Disability, Member,
2004-Present

Southern Association of Student Employment Administrators,
Member, 2001-2004

National Association of Colleges and Employers, Member,
1997-2000

Texas Association of Higher Education and Disability, Member,
1997-2000

Texas Counseling Association, Member 1996-2000

UNIVERSITY COMMITTEES

Texas A&M University-Corpus Christi

Association of Higher Education and Disabilities in Texas,
Conference Volunteer, spring 2009

Enrollment Management Council, Member, 2008-Present

Student Affairs Staff Development Committee, Member, 2007-
Present

Disability Networking Group, Member, 2007-Present

Registered Nurse University Health Center Search Committee,
2007

Environmental Health & Safety Committee, Member 2007-2008

CAS Committee, Department Chair, 2007-2008
SACS Sub-Committee, Member, 2007-2008
Ring Selection Committee, Member, 2007
Director of Career Counselor Search Committee Chair, 2007
Serving Crime Victims with Disabilities 4th Annual Conference,
Committee Member, 2006-2008
Barbara Jordan Awards Committee, Member, 2006-2007
Student Athlete Health and Wellness Advisory Committee, Member,
2006-Present
University Technology Council, Member, 2006-2008
2006 Symposium Committee, Member 2005-2006
Disability Advisory Council, Member, 2004-Present
Academic Technology Council, Member, 2004-2005
Texas A&M University-Kingsville
Career Services Newsletter, spring 2004
Green Thumb Project Committee, Member, 2003-Present
Presidential Scholarship Series Committee, Member, Summer 2003
Student Employment Program Committee, Member, 2003-Present
Co-Curricular Transcript Committee, Fall 2003
Professional Development Committee, Member, 2002-2003
Graduate Council, Member, Fall 2001-Spring 2002
Associate Director for Recreational Sports Search Committee,
Fall 2000
ADA Compliance Committee, Member, 1997-2000

ACTIVITIES AND HONORS

Islander Women In Leadership, Mentor, 2008-Present
Trisun Care Center of Corpus Christi, Volunteer, 2007-Present
Special Olympics, Volunteer, April 2008
Adult Literacy Council, Volunteer, 2003-2004
American Heart Association, Volunteer, Fall, 2003
Nominated for the "Be All You Can Be Award", Texas A&M
University-Kingsville, Spring, 2002
Recruitment Retention Scholarship, Texas A&M University-
Kingsville, Fall 2001
Star Staff Award for Exceptional Service-Dynamic Support of
Student Affairs, 2001-2002
Javelina Mentor Program, Volunteer, 1997-Present
Javelina Move-In Day, Volunteer, 1997-Present

ADDITIONAL SKILLS

Microsoft Word, Excel, Power Point, WordPerfect.
Experience with MonsterTrak, MyRoad and FOCUS II software
Fluent in Spanish