

Tyler Cook

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Education

August 2021-
Present **Appalachian State University**, Boone, NC
Ed.S Higher Education Leadership
Concentration: Community College & University Leadership
GPA: 4.0

August 2020 **Appalachian State University**, Boone, NC
M.A. Higher Education Leadership
Concentration: Community College & University Leadership
GPA: 3.95

May 2014 **Western Carolina University**, Cullowhee, NC
B.S. Communication
Concentration: Public Relations
Minor: History
Honors College Graduate
GPA: 3.42

July 2012 **Southwestern Community College**, Sylva, NC
Associate in Arts
Cum Lade Graduate
GPA: 3.6

Professional and Other Experience

August 2020-
Present **North Carolina Center for the Advancement of Teaching**, Cullowhee, NC
Registrar/Coordinator of Teacher Services
Teacher Course Placement
Orbund Software Integration and Administration
Course Grader
Production of Registration Tutorial Videos

May 2019-
August 2020 **Western Carolina University**, Cullowhee, NC
Student Support Specialist, Office of Accessibility Resources
Administrative Support
Testing Coordinator
Coaching

July 2015-
May 2019 **Southwestern Community College**, Sylva, NC
Financial Aid Counselor
Verification and Loan Processor
Work-Study Coordinator
Scholarship Coordinator
Member of the SCC Scholarship Committee
Credentialed by NASFAA in four areas:
The Application Process
Satisfactory Academic Progress
Verification
Student Eligibility

February 2015-
July 2015 **Keller Williams Realty**, Franklin, NC
Assistant

Contract Administrator
E-Edge Administrator for four realtors
Social Media Coordinator
Web Site Administrator

October 2012
-Present

**Moonshine Press, Franklin, NC
Publisher/Co-Founder/Author**

Publisher of the following books:

Homebred, Murder on Haint Branch and Button Box by Eva McCall
A Guide to Historic Dillsboro, The One, Aluria, Vigilante and Disciple by Tyler Cook
Windy Garden and Winds of Change by Pam McDonald
Sometimes...A Storyteller's Journal by Deanna Lawrence
Disciple of the Flames by Timm Muth
The Story of Smith-Gilbert Garden by Dr. Robert Gilbert
That's What I'm Talking About by Ian Douglas
The Art of the Bedpan by Judy Perry
For the Love of a Child by Mary Ann Kinsey

Social Media

Skills

Adobe InDesign
Microsoft Office Suite
Google Suite
GotoMeeting
Zoom
Camtasia
Ellucian Colleague and Datatel
Ellucian Banner
Einstein Orbund

Volunteerism

2022- Present

**Journal of Development Education, Boone, NC
Reviewer, Copyeditor and Typesetter**

2016-2019

**Southwestern Community College Foundation, Sylva, NC
Annual Foundation Gala Volunteer**

2015-2019

**North Carolina Association for Financial Aid Administrators
Member, Volunteer, Presenter and Board Member**
2019 NASFAA Credential Presenter, Student Eligibility
2017-2018 Board Member, Public Relations

2010-2012

**Southwestern Community College, Sylva, NC
Student Ambassador**
Special Events:
SCC Student Orientations
SCC Bookstore Assistant
New Century Scholar Induction Ceremonies
Coat Drive Volunteer

2004-2014

**New Century Scholars, Franklin and Sylva, NC
Member and Volunteer**
Special Events:
SCC Ducky Dash
New Century Scholar Induction Ceremonies