

Jodi A. - K. Asato

Professional Experience

Deputy Director – Assistive Technology Resource Centers of Hawaii (ATRC)
Honolulu, Hawaii (April 2008 – Present)

- Assumes responsibility for day to day activities and manages internal office affairs.
- Provides leadership of staff in the development and implementation of short and long range plans, policies, and programs.
- Actively promotes the diversity and development of ATRC as a Statewide Agency representative of the needs of persons with disabilities.
- Supports and provide team leadership for staff through resource planning, work assignment, information exchange, and setting project goals.
- Arrange, organize, and attend all Board meetings.
- Collects, researches, and analyzes a wide range of data relative to assistive technology projects and programs.
- Establishes and strengthens relationships with key partners in promoting ATRC.
- Publicizes ATRC and disseminates its findings to appropriate agencies.
- Actively participates in the statewide AT network: submit resources, AT training for AT advocates.
- Assists in the submission of grants and reports to state and federal agencies.

Program Manager – Assistive Technology Resource Centers of Hawaii (ATRC)
Honolulu, Hawaii (June 2006 – Present)
Supervisor: Mrs. Barbara Fischlowitz–Leong (Executive Director)

- Assigns and coordinates staff activities.
- Evaluates program components.
- Prepares required report to funding source.
- Publicizes ATRC and disseminate its finding to appropriate agencies.
- Participates in on-going agency meeting and training.
- Conducts Assistive Technology (AT) training and education sessions in schools and public venues.
- Provides Assistive Technology services: outreach, education, information, referral, and case management for consumers.
- Actively participates in the statewide AT network: submit resources, AT training for AT advocates.
- Coordinates and oversees all ATRC program activities (training, assessment, outreach, advocacy, information & referral).

**Information and Outreach Specialist – Assistive Technology Resource Centers of Hawaii
Honolulu, Hawaii (December 2004 – June 2006)**

Supervisor: Mrs. Barbara Fischlowitz-Leong (Executive Director)

- Provides outreach and information on assistive technology devices and services to the community through public awareness demonstrations, presentations and displays of assistive technology.
- Collects and updates a wide range of technology-related information, through maintenance of resource libraries, catalog and product information files, computer databases and Internet resources.
- Assists in planning, promoting, and organizing the ATRC Annual Technology Conference and other workshops in collaboration with other ATRC staff, other agencies, and organizations.
- Prepares the ATRC newsletter.
- Collects and maintains data important to ATRC through outreach and information contacts.

Special Education Teacher – Hawaii Department of Education

Kahuku, Hawaii (August 2002- September 2004)

Supervisor: Mr. Conley Gali (Vice-Principal)

- Taught in an Alternative Learning Center (ALC) setting to Polynesian boys and girls ranging from ninth through twelfth grade.
- Aided in monitoring services of contracted professionals (e.g., Department of Health [DOH], School Based Behavior Health [SBBH]).
- Maintained comprehensive records of services rendered (e.g. Individual Education Plan [IEP] and ISPED – Special Education database.
- Maintained productive working relationships with special education students, parents, educational assistants, staff, faculty and colleagues.
- Maintained confidentiality of student records in compliance with applicable federal and state laws.
- Served on the accreditation team for literacy. As a team implement school wide initiatives on literacy and coordinate 7th grade reading fair.

Previous Employment

- Auxiliary Aid Specialist, University of Hawai'i, 03/01 – 12/01
Supervisor: Mrs. Ann Ito (Director of KOKUA Program)

Provided library assistance, testing accommodation, assistive technology access; Aided in coordinating and monitoring services of contracted professionals (e.g. sign language interpreters and captioners); Maintained productive working relationships with disabled students, student assistants, faculty and staff; Assisted unit by keeping up to date with emerging trends in disability access services in higher education; Coordinated student assistants assignments (e.g. note-taking schedules and reading books onto tape).

- Intern, Leeward Community College, 01/01
 – 03/01
 Supervisor: Mr. David Kong (Director of Upward Bound Program)

Assisted Leeward High School students in completing admissions, financial aid Scholarship application forms; Attended Saturday Academy sessions that involved academic instruction and/or proctoring exams; Recruit parents and child(ren) during Saturday weekly orientation meetings; Assist in the supervision of student workers; Contribute constructive feedback about the program during staff meetings.

- Intern, University of Washington at Bothell, 09/00 – 12/01
 Supervisor: Mr. Jim West (Director of Student Affairs)

Recruit parents and child(ren) at the National College Fair (Washington Convention Center), Everett Community College and Edmonds Community College; Advised prospective students through an informal orientation session; Performed transcript evaluations; Produced and edited publications for department; Researched current and informative materials for department publications; Presented a Power Point Presentation for department.

Education

California State University at Northridge, Center on Disabilities
 Northridge, California Certificate – Assistive Technology Applications
 Certificate Program, [REDACTED]

University of Phoenix, Graduate School of Education
 Kaneohe, Hawaii M.A.Ed – Secondary Education

Seattle University, Graduate School of Education
 Seattle, Washington M.Ed - Student Development Administration
 [REDACTED]

Windward School for Adults
 Kailua, Hawaii Certificate – Sign Language I, [REDACTED]

University of Hawai'i at Manoa
 Honolulu, HI B.S. - Family Resources
 [REDACTED]

Skills

- Able to work under pressure and operate flexibly to meet deadlines.
- Excellent oral and written communication skills.
- Able to problem solve and work effectively with individuals.
- Able to multi-task and work as a team member.
- Demonstrated organizational and leadership skills.

Affiliations

- National Assistive Technology Technical Assistance Project, 2004 - Present
- Association of Assistive Technology Act Programs, 2004 – Present
- Rehabilitation Engineering and Assistive Technology Society of North America, 2004 - Present
- Tseng College of Extended Learning – California State University Northridge, 2005 – Present
- Hawaii Relay Advisory Council, 2013 - Present
- Association for Supervision and Curriculum Development (ASCD), 2003 – 2004.
- National Education Association (NEA), 2002 – 2004.
- Hawai'i State Teachers Association (HSTA), 2002 – 2004
- Seattle University Student Development Administrators (SUSDA), 1999 – Present