

# ALEXANDRIA COX

2206 Crestwood Drive, Stillwater, OK 74075 · (559)361-3319

[Alexandria.cox@okstate.edu](mailto:Alexandria.cox@okstate.edu)

Extension EPSCOR STEM Specialist preparing youth for the future through the use of hands-on and interactive STEM curriculum. Educational professional that leads a team of 4-H members, students, and volunteers by using Extension resources to promote the 4-H STEM mission. Accomplished in providing leadership and management for the counties 4-H/youth development program.

## EXPERIENCE

**02/2021 TO PRESENT**

### **EPSCOR STEM SPECIALIST: 4-H/YOUTH DEVELOPMENT**

Oklahoma State University Extension – Stillwater, OK

- Lead, manage and oversee STEM activities for the Oklahoma 4-H Youth Development Program.
- Direct and oversee the 4-H Military Partnership within Oklahoma.
- Recruit, hire and train summer STEMist's.
- Wrote and received the National 4-H Council Computer Science Pathways Grant.
- Recruit, train and supervise a team of 20 4-H Ag Innovators.
- Organize and schedule multiple state 4-H overnight events.
- Recruit professional personnel to present workshops at State 4-H Roundup.
- Serve on Search and Screen Committee for the 4-H STEM Specialist position.
- Collaborate with 4-H Educators and State Staff.

**05/2016 TO 01/2021**

### **MCCLAIN COUNTY EXTENSION EDUCATOR: 4-H/YOUTH DEVELOPMENT**

Oklahoma State University Extension – Purcell, OK

- Lead, manage and direct McClain County's 4-H youth development program.
- Independently oversee and manage six Community 4-H Clubs and six Project Clubs.
- Recruit, train and supervise a team of 20 4-H Certified Volunteers.
- Maintained 4-H enrollment through 4-Honline enrollment system.
- Organize, schedule and directed the OAE4-HA State Conference.
- Enlisted the support of volunteers and collaborated with businesses and community groups.
- Served on the search and Screen Committee for the 4-H Program Leader position.
- Independently lead and mentored two OSU Extension Summer Interns.
- Presented two workshops at the Volunteer Conference of the Southern States: Personal Development Goal Setting Tree Workshop and Growing Cloverbuds Workshop.
- Wrote and received three NRA Grants and one Healthy Living Grant.
- Seek professional development continually by attending in and out-of-state educational conferences.
- Independently and as a team, produced variety of informational videos for youth.
- Developed, led and monitored all McClain County 4-H marketing and social media campaigns.

- Coordinated ongoing continued education trainings for 4-H Volunteers and 4-H Teen Leaders.
- Collaborated with multiple 4-H professionals while serving on state and district committees.
- Currently serving on the financial board for OAE4-HA, the State 4-H Roundup Committee and served at the chair for the Southeast District Youth Action Conference.
- Serving as the chair of the Oklahoma 4-H Virtual Best Practices Committee.

**05/2014 TO 04/2016**

**MERCHANDISING SUPERVISOR**

JCPenney – Stillwater, OK

- Applied for and was selected as the merchandising supervisor.
- Independently secured daily cash tallies and processed manual and digital bank deposits.
- Lead, trained and supervised staff of 24 selling associates.
- Independently coordinate daily work assignments for employees to specific duties to best meet the needs of the store.
- Monitored and reordered inventory on a daily, weekly and or monthly basis as determined by the needs of the store.
- Coordinated with outside company to conduct store inventory.
- Trained and advised staff on appropriately handling difficult and complicated sales.
- Scheduled and led weekly store meetings for all employees.
- Trained and developed new associates on POS system and key sales tactics.

**06/2015 TO 08/2015**

**INTERN**

Seminole County Oklahoma Cooperative Extension Service – Wewoka, OK

- Planned, organized, and executed community workshops and 4-H day camps.
- Worked closely with Extension Educators statewide, citizens of the community, and local 4-H clubs.
- Attended district meetings along with association meetings.
- Managed an allotted a \$1,000 budget which was used for community projects and travel expenses.
- Maintained a daily activities log.

**EDUCATION**

**CURRENTLY ENROLLED: STARTED AUGUST 2020**

**MASTER OF AGRICULTURE: International Agriculture, OKLAHOMA STATE UNIVERSITY – STILLWATER, OK**

**DECEMBER 2015**

**BACHELOR OF SCIENCE: AGRIBUSINESS, OKLAHOMA STATE UNIVERSITY – STILLWATER, OK**

**2011- 2013**

**BACHELOR OF SCIENCE: BUSINESS, CALIFORNIA STATE UNIVERSITY OF MONTEREY BAY – SEASIDE, CA**

## SKILLS

- Adobe Spark: Independently instruct and supervise other 4-H staff in the usage and development of Adobe Spark for daily work assignments and special projects for the State office.
- Adobe Creative Cloud Apps: InDesign, Photoshop, and Illustrator.
- Microsoft Software: Outlook, Word, PowerPoint, and Excel.
- Independently developed Youth Geology Master's Program
- Developed the McClain County 4-H in A Box Program.
- Effective team leader.
- Facebook: Independently use Facebook as a marketing platform for all McClain County 4-H events, activities and campaigns.
- 4-H event planning and management.
- Remind App: Use this app as a form of communication for 4-H members, volunteers and parents.
- Constant Contact: Independently use Constant Contact to effectively communicate with 4-H members and other 4-H Educators.
- Recruit 4-H members and volunteers.

## AFFILIATIONS

### OKLAHOMA AGRICULTURE LEADERSHIP PROGRAM

- Class XX Member: 2020

### OKLAHOMA ASSOCIATION OF EXTENSION 4-H AGENTS

- 2015- Present
- Treasurer: 2019- Present

### LEADERSHIP MURRAY COUNTY

- Class XI Member: 2019-2020

## AWARDS

- Won the 2021 Oklahoma Association of Extension 4-H Agents Excellence in 4-H Club Support Award for the McClain County 4-H in A Box Program.
- Won the 2020 Oklahoma Cooperative Extension Service Success Story Contest with the McClain County 4-H Ballet Box Program.
- Won the 2019 Oklahoma Association of Extension 4-H Agents Citizenship Award for the McClain County 4-H Ballot Box Program.