

Sara Simonton

Full Name Sara Simonton

Address 12340 Sycamore Court
Lindsay, OK 73052

Phone 1 (405) 756-7944

Email ssimonton@matech.edu

Student Services Coordinator

Location Mid-America Technology Center

Category Coordinator

Position Type Full Time

Remote/Hybrid Not Available

Pay Type

School Year 2025 / 2026 School Year

Internal Notes

Welcome!

Your answers will be automatically saved. You can pause and return to complete this application at any time. To begin, click "Next" below. All items marked with a red label are required and must be completed to submit your application.

Resume

Upload resume

Please upload your resume

 Sara Beth Simonton SSC.png

Education

Education

Please list your education

Pittsburg State University

Degree Master's of Career and Technical Teaching Education **Graduate?** Yes

Dates Jun 1, 2021 - May 10, 2023

GPA 4.00

Oklahoma State University

Degree Bachelor's of Landscape Architecture and Horticulture **Graduate?** No

Dates Aug 10, 1992 - May 10, 1998

GPA 3.22

Employment History

Employment History

Please list your employment history

Owner/Operator

Employer	Self Employed
Dates	Nov 30, 1998 - Dec 31, 2023
Location	Lindsay OK, 73052

Sara Beth Simonton

Contagious Optimism & Determination

12340 Sycamore Ct
Lindsay, OK

405.756.7944
sarabethsimonton@gmail.com

Professional Summary

A motivated and dynamic professional seeking a 12-month position as the Student Services Coordinator to contribute energy, insight, and strategic ideas for the improvement of every student at MATC. Committed to continuous professional development and further education to enhance expertise in student career placement and leadership opportunities.

Expertise

Motivation
Interpersonal Skills
Communication Skills
Problem Solving & Strategic Planning
Collaborative Teamwork
Strong Work Ethic

Education

Master's Degree Career and Technical Teaching Education

Pittsburg State University
2021-2023

Bachelor's Degree Landscape Architecture and Horticulture

Oklahoma State University
1992-1998

References

Available Upon Request

Experience

May 2021-Current

Wayne, OK

CareerTech Explorer Instructor Mid America Technology Center

- Developed and implemented a new program to reduce student waitlists by creating a broad curriculum that prepares students for full-time programs.
- Assisted in student services, including recruitment, career fairs, program quality assessment, and the Ambassador Program.

Nov 2018-April 2021

Wayne, OK

Teacher Assistant Mid America Technology Center

- Provided instructional support in Horticulture, Health, and Computer-Aided Drafting & Design (CADD).
- Obtained CDL certification and served as a full-time bus driver.
- Led the development of the Campus Master Plan during the COVID-19 shutdown, continuing its evolution over time.

Nov 1998-Dec 2023

Lindsay, OK

Owner

Sara Beth Simonton Landscape Architecture

- Founded and managed a successful design-build firm specializing in commercial and residential landscaping in Southern Oklahoma.
- Provided innovative landscape solutions with a focus on sustainability and aesthetic appeal for over 20 years.