



Dr. Lakeisha Mathews

**HELPING
PROFESSIONALS
GROW FORWARD**

| Certified Career Coach
& Resume Writer

| Experienced Trainer
& Educator

| Dynamic Public Speaker

Biography

EXPERIENCE

20+ years

CERTIFICATIONS

10

MEDIA FEATURES

10+



Lakeisha Mathews, Ed.D, is an expert in the field of career development with 20 years of experience helping professionals grow forward and attain their academic and professional goals. Dr. Mathews is the Owner and Primary Career Coach for Right Resumes & Career Coaching, LLC. which provides keynotes, train-the trainer workshops, executive coaching, professional documents and curriculum design for a variety of organizations and clients nationally and internationally. Lakeisha has also worked in multiple higher education career centers in Maryland and is currently the Director of the Career and Internship Center at the University of Baltimore.

Mrs. Mathews holds a plethora of career certifications including designations as a Certified Career Coach, Certified Resume Writer, Certified Executive Coach, and Certified Career Services Provider among other designations. She holds an Ed.D in Higher Education Leadership & Innovation from Wilmington University, a M.S. in Human Resources from Towson University, and a B.A. in Communication from the University of Maryland, College Park.

Dr. Mathews is a global leader in career development and served on the National Career Development Association's Board of Trustees for seven years including as President from 2022-2023. Lakeisha is also a Past-President of the Maryland Career Development Association and served on the Maryland Career Consortium Board for 13 years.

Lakeisha enjoys traveling, theatre, attending her book club meetings, container gardening and snuggling with her Yorkshire Terrier.

Leadership

Past President, National Career Development Association & the Maryland Career Development Association

Publications

Co-authored a chapter in *Find Your Fit (ATD)*; Wrote foreword for two NCDA Monographs

Global Leader

Trained professionals in Canada, Egypt, Italy, and Taiwan

Helping Professionals Grow Forward

KNOWLEDGEABLE OF A PLETHORA OF INDUSTRIES



Sales & Marketing



**Education – College
and Secondary**



Defense & Intelligence



Government



Learning & Development



Information Technology



Financial Services



Entrepreneurship



Public Health



**Communications,
and more...**

RESEARCH & TOPICS OF EXPERTISE

**Higher Education
Career Services**

Career Coaching

Leadership Development

**Diversity, Equity,
Inclusion and Belonging**

**Multi-cultural
Competency**

**Proactive Career
Engagement**

Job Search Strategies

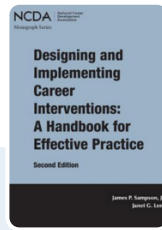
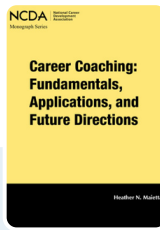
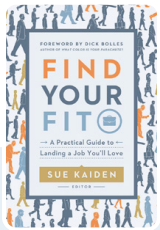
Barriers to Employment

Career Guidance

KEYNOTE HIGHLIGHTS

- *Unconscious Bias and Job Searching*, Denver Career Development Association
- *Mental Health and Career Development*, California Career Development Association
- *The Future of Work*, Idaho Career Development Association
- *GROWing Forward: Using Coaching Techniques to Help Clients Thrive During Times of Change*, CCDA
- *Justice & the Marketplace: Students Perspective*, GACE DEIB
- *Innovation in Career Services*, Missouri Career Development Association
- *Career Management*, University of Maryland, Baltimore
- *Dismantling the Impact of Unconscious Bias on the Job Search*, 3-Part Series, CERIC (Canada)

Awards & Accomplishments



Content Expert, Complete College America

DEI Champion, College of Public Affairs,
The University of Baltimore

Outstanding Contribution, Eastern
Association of Colleges and Employers

President's Award, Maryland Career
Development Association

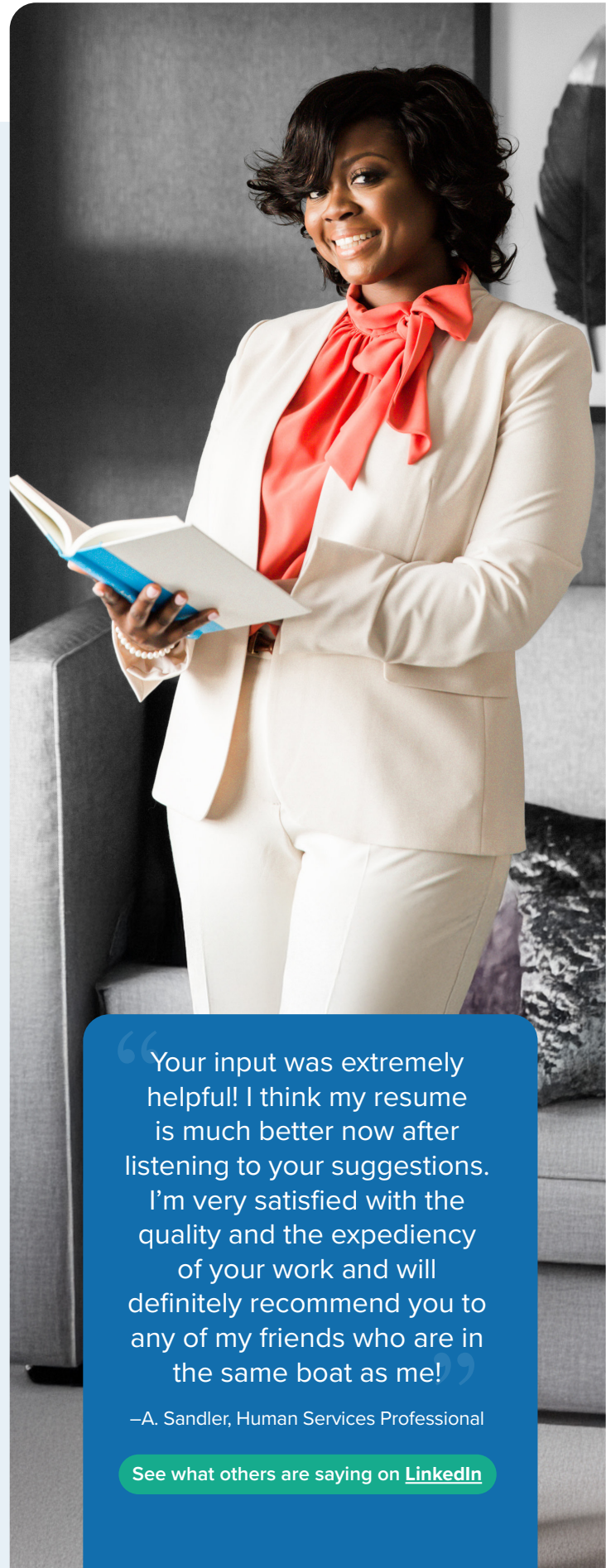
Co-author, Find Your Fit (2016)

Wrote the Foreword, An Innovative
Approach to Career Counseling
(Peterssen & Smith; Springer), (2022)

Wrote the Foreword, Designing and
Implementing Career Interventions: A
Handbook for Effective Practice (NCDA
Monograph Series)

Wrote the Foreword, Career Coaching
Fundamentals, Applications, and Future
Directions'

Quoted, Transformative Negotiation:
Strategies for Everyday Change and
Equitable Futures by Sarah Federman



“Your input was extremely helpful! I think my resume is much better now after listening to your suggestions. I'm very satisfied with the quality and the expediency of your work and will definitely recommend you to any of my friends who are in the same boat as me!”

—A. Sandler, Human Services Professional

See what others are saying on [LinkedIn](#)

Facilitating Career Development

Competency-Based Program to Help You Help Your Clients Succeed

The FCD program provides individuals with relevant skills and knowledge to assist others in planning careers and obtaining meaningful work. Successful completers are eligible to apply for an industry-recognized credential including the Certified Career Services Provider (CCSP) or Global Career Development Facilitator (GCDF).

FCD MODULES

Labor Market Information: Labor market and occupational information and trends

Helping Skills: Basic career facilitating processes, including productive interpersonal relationships

Assessment: Both formal and informal career development assessments

Diverse Populations: Special needs of various groups, as well as how to adapt services to meet those needs

Ethical & Legal Issues: Studies on the Code of Ethics and current legislative regulations

Career Development Model: Career development theories, models and techniques

Employability Skills: Job search strategies and placement techniques, especially in work with groups

Training Clients: Preparing and developing materials for training programs and presentations

Program Management: Studies covering career programs and their implementation, and working as a liaison in collaborative relationships

Public Relations: Marketing and promoting career development programs

Technology: The understanding and use of career development computer applications



CORE COMPETENCIES



Labor Market Information



Helping Skills



Assessment



Diverse Populations



Ethical and Legal Issues



Career Development Models



Employability Skills



Training Clients and Peers



Program Management



Public Relations



Technology



Consultation

Facilitating Career Development



WHO SHOULD REGISTER

- College Career Development Professionals
- Internship Coordinators
- Workforce Development Professionals
- Private Practitioners
- Academic Advisors
- K-12 CTE Professionals
- School Counselors
- Career Counselors
- Human Resources Professionals
- Training & Development Professionals
- Veterans Transition Counselors
- Rehabilitation Counselors
- Counselor Educators
- Career Course Professors

Participants who complete the program are also eligible for a **FREE 1-year membership to the National Career Development Association (NCDA).**

Cost: \$1,500

(Student manual included)

CONTACT US

RightRes@gmail.com

www.rightresumes.org

www.linkedin.com/in/lakeishamathews/

Trainer: Dr. Lakeisha Mathews, CCSP, GCDF, Certified FCD Instructor

Services



Right Resumes & Career Coaching, LLC is dedicated to creating custom resumes and career communications for job seekers and provides entry level and experienced professionals with the resources, advising and motivation to make the RIGHT career choices.

WE COMMIT TO HELPING YOU...

**Find the RIGHT
direction**

**Access the RITE
to career success**

**WRITE excellent career
communications**

PROFESSIONAL DOCUMENTS

Helping clients who need a resume or cover letter written from scratch or updated, the Right Way Resume Method developed by Dr. Mathews will take your professionals documents to the next level.

- Resume & Cover Letters (Creation or Revision)
- Resume & Cover Letter Critiques
- Curriculum Vitae
- Federal Resumes
- Executive Resumes
- Personal Statements/Entrance Essays Proofreading
- LinkedIn Profiles
- Biographies (Short and Long)

PROFESSIONAL CAREER COACHING

The greatest athletes, leaders and performers know the power of professional coaching and it's ability to help them perform at their best. Right Resumes & Career Coaching utilizes a growth oriented coaching approach to provide clients with clarity and an action plan to move their career forward.

- Career Change
- Professional Pitch/30 Second Commercial
- Interviewing Preparation
- Personality & Interest Assessments
- Job Search Strategy
- Getting Unstuck
- College & Degree Selection
- Graduate School Admission Assistance

Etiquette Workshops

For individuals seeking to enhance their brand and refine their networking and professionalism, Dr. Mathews offers workshops focused on Business Etiquette and Dining Etiquette. Trained by the International School of Protocol, Mrs. Mathews is Certified in Teaching Etiquette to Adults and Professionals.

Dr. Mathews Etiquette training sessions have a no judgment approach and focuses on building the esteem and efficacy of participants to ensure confidence in any business setting.



WORKSHOPS

Greetings & Introductions

Professional Pitch

Networking Events

Professional Image

DINING ETIQUETTE TRAINING

Business Meal Tips

Dinnerware Placement

Beverages & Drinks

Handling Tough Foods



CONTACT US TODAY!



Rightres@gmail.com

www.linkedin.com/in/lakeishamathews/