

APPLICATION FOR APPOINTMENT – Martin County Library Board of Trustees – Please Print

Check One: ☐ Mr. ☐ Mrs. ☐ Ms. ☐ Miss ☒ Dr.

RECEIVED

By Donna Gordon at 1:17 pm, Oct 08, 2025

Name: Matthew Brooks

Residence Address: 3613 NE Sandra Dr Jensen Beach 34957
Street - City - Zip Code

Mailing Address: _____
(if different) Street - City - Zip Code

Commission District in which you reside: 1^{dg} Staff will complete.

Are you available year round to attend meetings? ☒ yes ☐ no If no, what months are you available?

Telephone numbers: daytime: 485-8149 alternate: _____ alternate: _____
~ Area Codes are considered 772 unless you note otherwise.

EMAIL: post4942@gmail.com

Have you ever pled guilty or "no contest" to a crime, been convicted of a crime, had adjudication withheld, prosecution deferred, been placed on probation, received a suspended sentence or forfeited bail in connection with any offense (except minor traffic violations)? Please show all convictions, including driving while intoxicated (DUI) convictions. ☐ yes ☒ no If yes, please provide the following information:

TYPE OF OFFENCES: _____

DATES: _____

PLACES (city/state): _____

SENTENCES OR FINES: _____

A conviction record does not necessarily disqualify you for consideration. Factors such as age at time of offense, nature of violation, and rehabilitation will be considered. The Martin County Board of County Commissioners retains the right to remove, at will, any appointee to a Board or Committee with or without cause.

Length of time lived in Florida? 25 years

Involvement with the Martin County Library System to date: Besides giving lectures

for the Living History Series, I have been a library
patron since moving to Martin County twenty years ago. Currently,
I am at the Blake Library weekly, and my children
participate in various planned activities.

→ CONTINUED →

What, in your opinion, is the real purpose for having a public library system in the community? _____

To provide everyone in the community with free and equitable access to information resources, and services that aid lifelong learning and social connection.

EDUCATION/EXPERIENCE: A resume is recommended to be attached containing this and any other information that would be helpful to the Board in evaluating your application. Resume or letter of qualifications attached? ☒ yes ☐ no

Education: see resume

Employment Experience: see resume

Other experience you feel would be helpful to the Board in making this appointment: _____

see resume

Community Experience and Affiliations: see resume

Other County Boards/Committees/Task Forces on which you have served: None

Do you or any member of your immediate family work for Martin County or do you or a company that you are an officer or employee of have an existing contract with Martin County? If yes, please explain:

I am a professor at Indian River State College

REFERENCES: Please list two references:

Dr. Sarah Mallonee 772 708 6944

Mr. John Morris 772 233 7748

- Applicant may be required by State Law and County Ordinance to file a Financial Disclosure Statement as part of the appointment process.
- Florida law prohibits an advisory board member from doing business with its agency (the County). Sections 112.313(3) and (7), Florida Statutes. However, upon full disclosure by the Applicant, the conflict may be waived at the discretion of the Board of County Commissioners by a supermajority vote. Section 112.313(12), Florida Statutes.

→ Signature: [Signature]

Date: 10-8-2025

Applications must be filed with Martin County Administration, 2401 SE Monterey Road, Stuart, Florida 34996 by Friday, October 10, 2025. All information submitted becomes public record. If you have any questions, please call (772) 221.1352 or send email to dgordon@martin.fl.us.

Indian River State College, *Professor* 2005 to present

Education

Ph.D. in Communication, University of South Florida, 2007

M.A. in English, Kansas State University, 1998

B.A. in English, University of Northern Iowa, 1996

Contributions to the Community

Volunteer. ST. Mary's Meals on Wheels, 2024 to present.

Director. Pioneer Radio, 2016 to 2020.

Editor. Indian River Review, 2017 to 2020.

Director. Center for Media and Journalism Studies, 2010 to 2020.

Organizer. CMJS Guest Speaker Series, 2010 to 2017.

Organizer. IRSC's Writer's Day Conference, 2005 to 2012.

Volunteer. 4H/IFAS program to revitalize oyster beds at Indian Riverside Park, 2015 to 2016.

Officer/Member. Parent Teacher Association of Jensen Beach Elementary School, 2010 to 2015.

Grant Writer. Jensen Beach Community Playground, 2013 to 2014.

Organizer. Jensen Beach Elementary Earth-box Project, 2013.

Peer Leader. Fielden Institute for Lifelong Learning, 2012 to 2013.

Presenter. "MLK 'I Have a Dream' 50th Celebration." Living History Series, Blake Library, 2013.

Contributions to the College

Presenter. IRSC New Student Orientation. 2023 to present.

Faculty Senator. English & Communication Dept. 2022 to 2024.

Member. IRSC's Internal Review Board, 2012 to present.

Presenter. "Netiquette: Mastering Digital Identities," Student Leadership Conference, fall 2014.

Faculty Mentor. Christobal Sartori de Smith, 2013 to 2014.

Co-Author. "Gaming in the Classroom Conference," NEH Grant proposal, fall 2013.

Faculty Advisor. Media and Culture Club & Pioneer Radio Club, 2008 to 2020.

Presenter. Great Explorations, 2008, 2009, 2013, 2017, & 2018.

Teaching Effectiveness

Lead Designer. QM Online MMC 2100 Writing for Mass Com, 2018 to present.

Lead Designer. QM Online MMC 1000 Intro to Mass Com, 2016 to present.

Lead Designer. QM Online SPC 1017 Fundamentals of Speech Com, 2018 to present.

Lead Designer. QM Online SPC 1608 Public Speaking 2016 to Present.

Co-Designer. QM Online ENC 1101 English Comp I 2016 to 2025.

Winner. Instructional Innovation Award, spring 2017.

Organizer & Host. IRSC's First Annual Social Media in the Classroom Conference, Summer 2014.

Winner. Endowed Teaching Chair Award, 2013.

Participant. Center for Critical Thinking, 2013 & 2014.

Professional Development

Completed “Leveraging AI to Develop Course Resources” ACUE, 2025.

Completed “Teaching with AI Centered & AI Resistant Learning Experiences” ACUE, 2025.

Completed “Writing Effective AI Prompts” ACUE, 2025.

Completed “Empowering Students to use AI Responsibly” ACUE, 2025.

Completed “Canvas Training” Growing with Canvas, 2024.

Completed “Creating an Inclusive and Supportive Online Learning Environment” ACUE, 2020.

Completed “Effective Instruction” ACUE, 2019.

Completed “Protecting Human Research Participants” training course, spring 2018.

Attended FL/CC Conference on Service Learning & Civic Engagement, 2015 & 2018.

Completed QM certification Training, fall 2016.

Attended FL/CC Data Institute, spring 2016.

Completed Quality Matters Rubric Training with Jessica Fernandez, fall 2014.

Participated in McGraw Hill Focus Groups on Writing Handbooks and Online Learning, 2013.

Participated in STEM Faculty Scholars Institute, spring 2013.