

EXECUTIVE CAREER PORTFOLIO



Tuana S. Inscore

Professional Portfolio

LEADERSHIP · ADVOCACY · COMMUNICATION

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TuanaInscore.com

About Me

I believe meaningful work begins with serving others.

Throughout my career, I have been drawn to roles centered on helping people navigate complex situations with confidence, professionalism, and compassion. Whether advocating for children, supporting families, leading teams, managing legal documentation, or developing practical tools for professionals, I have always believed that integrity and service go hand in hand.

My experiences across healthcare, court reporting, retail leadership, entrepreneurship, software development, publishing, and family advocacy have shaped a well-rounded perspective and strengthened my ability to communicate effectively, solve problems thoughtfully, and lead with purpose.

I value continuous learning, meaningful relationships, and opportunities to make a lasting, positive impact in every organization I serve.

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Core Competencies

- Leadership
- Relationship Building
- Strategic Planning
- Court Reporting
- Business Operations
- Software Development
- Public Speaking
- Training & Mentoring
- Critical Thinking
- Adaptability
- Communication
- Conflict Resolution
- Legal Documentation
- Child Advocacy
- Project Management
- Professional Writing
- Customer Service Excellence
- Problem Solving
- Organization
- Professional Integrity

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EXPERIENCE

Professional Journey

Assistant Manager

Barnes & Noble College · Campbell University

JULY 2026 - PRESENT

Provide leadership within a fast-paced academic retail environment while supporting daily operations, customer service, team collaboration, merchandising, and operational excellence.

Freelance Court Reporter

Independent Practice

AUGUST 2023 - PRESENT

Provide professional verbatim reporting services while managing scheduling, transcript production, client communication, and all aspects of operating an independent court reporting business.

Founder

Empowered Parent Solutions, Inc.

JUNE 2025 - APRIL 2026

Developed educational resources and practical guidance to help parents better understand and prepare for family court proceedings through organization, education, and advocacy-focused support.

AWV Certified Clinical Medical Assistant

Managing Care Solutions, Inc.

NOVEMBER 2015 - FEBRUARY 2016

Supported healthcare providers through patient care, documentation, and preventive wellness services while maintaining exceptional professionalism and attention to detail.

Online English Instructor

Qkids

OCTOBER 2018 - JULY 2019

Provided engaging virtual instruction that fostered confidence, communication skills, and educational growth among young learners.

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Leadership & Contributions

Guardian ad Litem Service

Fourth Judicial District · Onslow County, North Carolina

VOLUNTEER GUARDIAN AD LITEM · JUNE 2016 – 2018

Served as a court-appointed volunteer Guardian ad Litem advocating for the best interests of children involved in abuse, neglect, and dependency proceedings. Conducted independent investigations, interviewed children and collateral contacts, reviewed records, and provided recommendations to assist the court in making informed decisions focused on each child's safety and well-being.

Twelfth Judicial District · Harnett County, North Carolina

VOLUNTEER GUARDIAN AD LITEM · AUGUST 2025 – JUNE 2026

Served as a volunteer Guardian ad Litem, advocating for the best interests of children involved in abuse, neglect, and dependency proceedings. Conducted independent investigations, interviewed children and collateral contacts, reviewed records, and submitted recommendations to the court to support informed decisions focused on each child's safety and well-being.

Founder · StenoTrack

Founder and developer of StenoTrack, a business management platform created specifically for freelance court reporters. Designed to simplify scheduling, transcript tracking, client management, invoicing, reporting, and day-to-day business operations through an intuitive, court reporter-focused solution.

Published Author

Confessions of a Narcissist's Supply: How to Overcome — A book written to encourage hope and healing for individuals recovering from emotionally abusive relationships through education, self-awareness, and personal growth.

Navigating High-Conflict Custody Battles — A practical educational resource designed to help parents better understand the family court process, organize important information, and prepare thoughtfully for custody-related proceedings.

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C O N T I N U E D · G R O W T H

Education & Development

Education

Arlington Career Institute

Court Reporting Program

Professional Development

- Court Reporting
- Business Development
- Family Advocacy
- Child Advocacy
- Leadership
- Technology
- Legal Documentation

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C O N T A C T

Let's Connect

I welcome opportunities to connect regarding employment, leadership roles, consulting, advocacy, court reporting, speaking engagements, software development, and collaborative projects.

W E B S I T E

TuanaInscore.com

E M A I L

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L I N K E D I N

Available upon request

"The most meaningful careers aren't measured solely by titles — they're measured by the lives we positively impact through our work."

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