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**SUMMARY OF QUALIFICATIONS**

Executive administrator and faculty with extensive experience in academic program management, academic consortia, organizational change, strategic planning, legal negotiation, team building, and program/systems development. Two decades of successful practice at a global scale with diversity, equity, and inclusion, including programming, opening offshore operations, Human Resources and talent management, and risk assessment as well as crisis management. Expertise in innovation and entrepreneurship, policy and programming, curriculum development and accreditation, academic program review, student learning assessment, non-traditional students, public relations, grant writing, and non-profit event management. Experience working in for-profit and non-profit entities including across sector collaboration.

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**EDUCATION****UNIVERSITY OF SOUTHERN CALIFORNIA**

Rossier School of Education  
 Doctorate in Education

**NEW YORK UNIVERSITY**

SCHOOL OF EDUCATION  
 Doctor of Philosophy (ABD)

**NEW YORK UNIVERSITY**

SCHOOL OF EDUCATION  
 Master of Arts in Education

**NEW YORK UNIVERSITY**

TISCH SCHOOL OF THE ARTS  
 Bachelor of Fine Arts

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**FACULTY POSITIONS****UNIVERSITY OF SOUTHERN CALIFORNIA**

ROSSIER SCHOOL OF EDUCATION

2017 – CURRENT

ASSISTANT TEACHING PROFESSOR EDUCATION

2023 – CURRENT

SENIOR LECTURER

2017 – 2023

DOCTORAL PROGRAM IN ORGANIZATIONAL CHANGE LEADERSHIP

DOCTORAL PROGRAM IN EDUCATIONAL LEADERSHIP

- Analyzing Organizational Change and Its Effectiveness 2017 – 2023
- Building Capacity for Organizational Change 2021
- Capstone A, B, C, D, Z 2019 – 2023
- Chair Organizational Change Leadership Students 2019 – 2021
- Chair Educational Leadership Students 2021 – 2023
- Challenges in Accountability 2021 – 2023
- Challenges in Diversity 2019 – 2020
- Doctoral Capstone Assistant 2019 – 2020
- Framing Leadership in a Global Context 2018 – 2019
- Framing Organizational Change and Leadership 2019 – 2020
- Independent Research 2020
- Inquiry I 2022

**STETSON UNIVERSITY**

2014 – 2015

HONORS PROGRAM

- Guest faculty in the Honors program. Hybrid learning, linking study abroad students worldwide to process their experience of cultural adaptation linked to theoretical readings on cultural integration, adaptation, and acculturation.

## **PROFESSIONAL EXPERIENCE**

### **NEXTSOURCE**

2021 – 2023

DIRECTOR HIGHER EDUCATION PARTNERSHIPS

- Subject matter expert for Higher Education Group developing strategy and driving greater brand awareness in the minds of internal and external stakeholders. Manage a portfolio of institutional relationships that account for 40% of company revenue and part of the team that secured a 30% increase in higher education clients in less than two years. Established an eco-system initiative to enhance diversity, equity, and inclusion linked to contingent labor. Launched a “Voice of Customer” feedback mechanism to measure against KPIs and accountability. Present nationally on workforce trends. Accounts included R1 to baccalaureate colleges and budgets of more than USD 25 million.

### **LAS VIRGINIAS ECGV**

2019 – 2021

CO-FOUNDER

- Las Virginias ECGV is a multi-faceted local, family, and minority-owned small business that targets services at the Latino community in Phoenix, Arizona, and Mexico. The company has two subsidiaries.

### **GLOBAL RISK MITIGATION FOUNDATION**

2016 – 2021

FOUNDING DIRECTOR & CHIEF INNOVATION OFFICER, BOARD OF ADVISORS

- Created and serve on the Board of Directors of a non-profit, non-political foundation that identifies and facilitates global development projects. GRMF specializes in project viability through preliminary assessment of context-specific cultural matters affecting donor-sponsored projects to ensure the advanced diagnosis of stakeholder cultural needs.
- Responsible for successful processes of innovation and change management at GRMF.
- New market spaces analyze trends, and market disruptions, and search for emerging opportunities with a particular focus on diversity, equity, and inclusion.
- Train personnel on needed skills, develop and successfully apply measures to track improvements in innovation and the skills underpinning them.
- Support business units in new initiatives acting as methodology expert and facilitator for the most critical innovation teams across GRMF supporting them in “raising the bar” of their aspirations.
- Design shelter for promising projects, including resource allocation processes to take potentially disruptive innovations forward from the seed stage to the market.
- Increase connections globally, resulting in more program development opportunities.
- Conduct ongoing risk assessment and gap analysis of GRMF and our partners' and clients' projects.

### **CEA CAPA STUDY ABROAD**

2016 – 2018

VICE PRESIDENT PROGRAM MANAGEMENT

- Accomplished a new worldwide division to ensure consistent communication and management between program sites and headquarters concerning all aspects of daily operations. This new division resulted in CEA performing as a more integrated organization ensuring best practices were adopted across all locations and data-driven innovation was incorporated into CEA's practices globally.
- Executed long-term strategic plans for each international location, with precise short-term and intermediate steps to achieve success aligned with reconstructed Mission and Vision statements.
- Led Program Management staff globally, over 85 people. Provided visionary, strategic, and collaborative Leadership and planning for CEA worldwide, improving daily operations, program quality, budgeting, student, and staff issues, and legal issues around site operations. Oversight of budgets of more than USD 25 million. Oversight of 25 study abroad locations with more than 50 academic partnerships.
- Delivered culturally competent leadership to a remote team of site directors around the world, bringing value to them as measured by 360 reviews and directors meeting newly created operational scorecard goals.

- Ensured that all 25 program sites functioned at a consistently high level across a wide range of geographies, cultures, and program types. Programs served 4,800 students per year in standard, hybrid, online, and customized programs spanning timeframes from 10 days to an entire academic year.
- Brought consistency and stability to program sites, ensuring that key metrics around student retention, satisfaction, enrollment and site profitability were achieved.
- Expanded new partnership development to grow enrollment pipelines and ensured university partners' needs were met in all aspects of program delivery.
- Opened three new locations on two continents.
- Created benchmarks, best practices, and designed as well as implemented a standardized approach to international site operations resulting in profitable performance and more precise measurement across locations.
- Built new program evaluation and academic assessment models to measure program consistency. Assessment and evaluation models allowed for the segregation of data from a site to a global level across all courses and program areas (e.g., housing, orientation, co-curricular, staff) and students' entire experience from application to alumni. Implemented longitudinal research on outcomes of programs with alumni.
- In collaboration with Academic Affairs, designed and implemented a holistic student success initiative, bridging student life, wellness and health, and academic needs. This resulted in fewer student incidents and increased academic performance.
- Launched a worldwide training program, moving CEA into a learning organization model, focused on higher education, international education, and market changes, as well as internal practices to respond to the global educational system within which CEA operates.
- Executed the first diversity, equity, and inclusion program in CEA's history, from mission statement to daily operations, to worldwide training and assessment of program outcomes.
- Integrated into the organizational learning model of development, design, and implement a global knowledge base, accessible to all of CEA, on program operations including data, and best practices, as well as a means for communication among the entire organization to share challenges and solutions in a wide range of areas.
- Served on the CEA leadership team as the primary liaison between international staff and headquarters.
- Networked with national and international organizations and best practice programs to increase CEA's presence and continually inspire cutting-edge innovation in the organization.
- Responsible for risk assessment and crisis management globally.

#### **GENESIS FILMS**

2017 – 2021

CO-FOUNDER & PRODUCER

- Founded and served as producer of a film company focused on complex social problems. Resulted in Humano International Film Festival, focusing on human rights and underrepresented directors.

#### **AUGSBURG UNIVERSITY**

2014 – 2016

DEAN, GLOBAL EDUCATION

- Advanced across the institution the University's award-winning distinctive vision of Global Education rooted in experiential cross-cultural understanding, social justice, environmental stewardship, and critical thinking. Strategic planning and implementing new programs, enhancing operations, and policies, and internationalizing the curriculum with a focus on intercultural competence collaboration with faculty, and developed as well as implemented new assessment models to transform the University into "a university small to our students and large for the world."
- Oversaw and set the strategic vision for Augsburg University's Center for Global Education and Experience and the institution. Under this institutional Center of Commitment, engaged diverse constituents in and outside of the University to strengthen Global Education at Augsburg in the 21st century. In collaboration with Augsburg's other award-winning Centers of Commitment engaged international, national as well as local entities in the metropolitan area, as well as faculty and staff in the development of new programs, including increased curricular and co-curricular offerings and student research/internships.

- Through overseas programs in more than 40 countries, including permanent operations in five, oversaw global operations and academic administration that provided educational and research opportunities to more than 21,000 participants conducted 1,100 customized programs and welcomed students from 330 U.S. higher educational institutions. Annual programming increased to more than 90 customized programs.
- Provided visionary, strategic, and collaborative leadership for Augsburg Sites around the world, Study Abroad and Away programming globally and in the U.S., internationalization at home, International Student and Scholar Services, development of international research opportunities and funding, and faculty-led off-campus programs.
- Aligned all Global Educational goals to institutional goals to increase curricular, co-curricular, and revenue opportunities for the University in Minnesota and globally. In less than two years: initiated new long and short-term U.S. and overseas programs reversed enrollment trends into a positive trajectory, increased profit margin, and net-revenue streamlined operations through the deployment of new data systems to drive innovation and strategy.
- Both on and off-campus, oversaw international operations and budgets, upgraded all information and operational systems, developed new marketing campaigns, explored new partnerships and opportunities, and promoted intercultural understanding and off-campus learning. Oversaw annual operating budget above USD 7 million and staff over 45 globally.
- Served on the Senior Academic Leadership Team, working effectively with other Deans, academic and administrative leaders, as well as faculty to significantly deepen, extend, and integrate international learning and research opportunities for undergraduate and graduate students in all majors, including assessment and performance measures.
- Stabilized, with faculty, all governance structures in designing, implementing, growing, and assessing on and off-campus, virtual, and hybrid international learning opportunities, including external language school collaboration with the University.
- Established pre-experience priming and post-experience reflection and transition programs. Coordinated faculty review, course evaluations, and assessment at foreign sites.
- Worked across traditional administrative areas in a team effort to maximize for all students the intercultural learning potential of a nationally and culturally diverse campus community. Implemented high-impact practices to link the areas of leadership, intercultural competence, social responsibility, and community engagement in a coherent and communicable manner, with measurable learning outcomes.
- Collaborated with Institutional Advancement to increase gift and endowed funding. In less than two years, secured USD 750,000 in endowed funding, in addition to increasing annual campaign giving.
- Managed and developed programs and relationships with partner institutions and organizations. Collaborated with Admissions regarding targeted recruitment strategies, redesigned international marketing materials, improved processes and communication to prospective students, and onboarding of admitted students.
- Networked with national and international organizations and best practice programs to increase Augsburg's presence and to continually inspire cutting-edge innovation at Augsburg.
- Responsible for risk assessment and crisis management globally.

**STETSON UNIVERSITY**

2011 – 2014

WORLD (OUTREACH, RESEARCH, LEARNING, AND DEVELOPMENT): INTERNATIONAL LEARNING  
EXECUTIVE DIRECTOR, INTERNATIONAL LEARNING

- Led the University's new strategic goal to "make intercultural learning vital to the Stetson Experience." Within two years: tripled exchange programs and participation rates, increased academic and co-curricular programming, tripled International student applications with a 20% increase in enrollment welcomed more international scholars than in Stetson's history rebranded marketing of all international activities. Expanded and oversaw academic programs to more than 70 partnerships. Oversaw redesign and launch of internal and external-facing marketing, opened state-of-the-art international offices and deployed new integrated software to manage all international operations. Oversaw re-organization of budgeting, including lowering study abroad costs while increasing services, securing external funding for scholarships and faculty initiatives, increasing sponsored student entities, and re-engagement with local, national, and international entities in international education broadly.

- Member of the Senior Academic Leadership Team, Provost's Cabinet. Guided the academic foci and strategic initiatives of the University based upon the core Academic Affairs principles of rigor, relationships, and responsibility coupled with the institutional values of Global Citizenship, Intellectual Development, and Personal Growth.
- Facilitated the definition of targeted international learning outcomes and led the development of programs that significantly integrated international learning opportunities for undergraduate and graduate students across all institution divisions. With faculty and academic leaders implemented new on and off-campus, virtual, and hybrid international learning opportunities, including *ELS* language program delivery at the University.
- Fostered increased international engagement coupled with deeper intercultural learning among students, faculty, and staff, including direct oversight of the University's Cross-Cultural Center. Worked with various University entities including the Diversity Council, Center for Community Engagement, Admissions, Values Councils, Campus Life and Student Success and the full University community to broaden intercultural learning.
- With Associate Provost for Faculty Development and Deans drove faculty development initiatives to catalyze international learning innovation and effectiveness within and outside of the classroom environment.
- Worked with the International Learning Committee and myriad University offices to develop academically as well as operational policies and procedures for the development and direction of Study Abroad programs, including: semester/year-long exchange and affiliate programs, short-term faculty-led programs, community service, and social justice programs, and other program types as developed. Sought revenue opportunities with foreign partners outside of traditional degree and certificate programs for all schools/colleges, including sponsoring agencies and governments.
- Served as PDSO and RO to the U.S. Federal Government for Stetson University.
- Provided administrative and budgetary management of WORLD: International Learning and all international programs of the College of Arts and Science, School of Business Administration, and School of Music, as well as dual supervisor for the College of Law International Programs Office. Oversaw a budget of USD 1.5 million.
- Collaborated with faculty, staff, and students to maximize pre-experience priming and post-experience reflection and transition, including teaching Honor's course to this end.
- Worked across traditional administrative areas and collaborated with faculty in a team effort to maximize for all students the intercultural learning potential of a nationally and culturally diverse campus community. Implemented the high impact practices WORLD WISE (WORLD, INTERCULTURAL, SOCIAL RESPONSIBILITY, ENGAGEMENT) initiative to link these areas in a coherent and communicable manner, with measurable learning outcomes, across curricular and co-curricular areas.
- Managed and developed programs and relationships with partner institutions and organizations. Collaborated with Admissions regarding targeted recruitment strategies, redesign of international marketing materials, improved processes and communication to prospective students, and onboarding of admitted students.
- Collaborated with Institutional Advancement to increase gift and endowed funding. Secured naming of endowed gifts in excess of USD 1 million, in addition to increasing annual campaign giving.
- Networked with national and international organizations and best practice programs to increase Stetson's presence and to continually inspire cutting-edge innovation at Stetson.
- Responsible for risk assessment and crisis management globally.

**UNIVERSITY OF NORTH TEXAS**  
 UNT-INTERNATIONAL  
 DIRECTOR, INTERNATIONAL INITIATIVES

2008 – 2011

- Provided leadership and oversight across the Division and University in implementing initiatives to enhance and integrate international operations in support of both the UNT Strategic Plan and the Strategic Plan for Research.
- Executed new Divisional and University committees and systems in the areas of operations, data collection, financial aid allocation, crisis management, marketing, and faculty relations.

- Supervised the implementation of a wide range of new international education programs in the U.S. and overseas, in collaboration with various Deans and Vice Presidents, including oversight of admissions processes, financial projections, facilities, contract negotiation, legal and HR issues, academics, accreditation, and marketing.
- Enhanced processes to ensure accurate reporting and processing of all international data, as well as compliance with federal, state, and local laws and regulations.
- Recommended and oversaw the implementation of new programs, services, and revision of policies targeted at increasing international, ESL, and study abroad populations. Trained staff regarding policies and procedures.
- With the Vice-Provost explored opportunities for international programs and faculty research opportunities, including increased relationships with local and foreign governmental, educational, and private sector entities. Maintained up-to-date information on all international activities of the University. Expanded and oversaw academic partnerships with more than 120 institutions.
- Oversaw UNT-International marketing and web presence, including redesign and launch of multi-platforms for the division, executed systems to enhance communication with students and faculty, crisis communication plans, and organizational intranets linked to databases as well as a workflow to improve operations.
- Stayed up-to-date and informed on trends and information in the international education field as they related to fiscal and administrative policies and the management of UNT-International as well as University policies and procedures.
- Served as the crisis point of contact for the University relating to all international issues. Liaison with the Office of General Counsel, Deans, Directors, and Vice Presidents addressing constituent and staff issues.
- Collaborated with Institutional Advancement to increase gift and endowed funding. Part of the team which secured the largest donation in the institution's history, USD 22 million, from an international alumnus.
- Represented the Vice-Provost and UNT-International on internal University committees as well as to external entities on a wide range of areas and topics, including academic, crisis management, and constituent relations.
- Responsible for risk assessment and crisis management globally.

## **UNIVERSITY OF NORTH TEXAS**

2010 – 2011

### **UNT-INTERNATIONAL**

IN ADDITION TO THE POSITION LISTED ABOVE SERVED AS  
ACTING DIRECTOR GLOBAL LEARNING AND EXPERIENCE

- Administrative oversight and direction of all study abroad, inbound, and outbound, academic programs, including faculty-led, exchange, and affiliated opportunities.
- Developed and assessed international learning opportunities. Doubled the number of S.T.E.M. majors studying abroad as well as UNT faculty involved with all programs. Study abroad participation rose 28% in two years.
- Worked with faculty, Chairs, and Deans to develop innovative new faculty-led study abroad, field/research experiences, and exchange programs to enrich students' academic experience through curricular integration of international opportunities. Ensured all programs meet accreditation requirements.
- Expanded UNT's range of high-quality, geographically diverse, academically rigorous, and safe international opportunities.
- Developed enhanced policies and procedures for study abroad programs, incoming and outgoing exchanges/affiliations, scholarships above USD 320,000 annually, and risk management to ensure conformity with university goals and objectives and the financial aid best practices.
- Collaborated with the senior leadership to develop new funding sources, including endowments, grants, and financial aid for education abroad. Implemented a new financial model for faculty-led study abroad, resulting in increased revenue. Oversaw an annual budget of approximately USD 2 million.
- Managed daily operations, including staff, strategic planning, and fiscal management.
- Reviewed and implemented a new policy and criteria for the utilization of the International Education Fee for Study Abroad scholarship aiding the University's study abroad targets.

- Implemented a state-of-the-art multidimensional database linked to front-end user websites for marketing, admissions and processing of incoming and outgoing study abroad programs, tracking all official University international travel, tracking all incoming international non-student visitors, tracking all foreign university partnerships, and collecting as well as assessing data on all faculty international initiatives.
- Ensured study abroad programs policy and operations complied with the UNT policies for offshore programs as well as all Texas and accreditation requirements.

**NEW YORK UNIVERSITY**

2002 – 2008

OFFICE OF THE VICE PROVOST FOR GLOBALIZATION & MULTICULTURAL AFFAIRS

DIRECTOR, GLOBAL STUDENT SERVICES

PLACEMENT IN FLORENCE, ITALY FROM 2004

- Ensured efficient management of 10 study abroad sites serving as liaison with on-site staff, Office of Legal Counsel, Deans, Admissions, Executive Director of Global Operations, and Vice Provost to address constituent and staff issues. Expanded and oversaw dozens of academic partnerships in 10 countries.
- Interpreted policies and conducted reviews of protocols for continual improvement. Oversaw deployment of procedures and processes that aligned with University academic as well as co-curricular policies and international laws including recruitment, travel, housing, discipline, safety and security, and other associated activities and processes that promoted the well-being of more than 4,000 students abroad annually.
- Oversaw the enhancement of admissions, pre-departure, wellness abroad, and re-entry guidance materials and processes for a diverse demographic base representing dozens of nationalities and U.S. institutions, as well as NYU undergraduate and graduate students. Counseling of students and families.
- Designed and deployed multiple data systems as NYU's global presence expanded, linking operations globally to support exponential increases in enrollment and complexity of operations in academic as well as geographic scope.
- Trained staff and volunteers regarding policies and procedures. Assisted with the expansion of local curricular and co-curricular events aligning with institutional goals. Oversaw updates for local and global print and web materials.
- Oversaw all aspects of student life at NYU in Florence, including staffing, housing, visas, facilities, co-curricular and developmental programming, mental and physical health, student life budget above USD 1.5 million annually, volunteers, and crisis response.
- Monitored and advised all parties on enrollment fluctuations. Coordinated necessary resources relating to conscription, including improved intra and inter-site information flow, faculty and staff training and assets, and constituent preparation. Oversaw housing and student life revenue and expenses globally, above USD 35 million annually.
- Crisis response point of contact for the University coordinating emergency response globally 24 hours a day. Executed revised procedures and resources in a variety of health and security arenas that advanced operations such as insurance, evacuation and medical and mental health care.
- Conducted due diligence assessments for potential site expansion, including on-site risk evaluation, congruence of local facilities and practices with existing services and policies, and areas of divergence requiring new policies and assets. Development of site operational start-up budgets ranging from USD 300,000 to 1 million as well as annual operational budgets to USD 10 million.
- Responsible for risk assessment and crisis management globally.

**NEW YORK UNIVERSITY**

2000 – 2002

OFFICE OF THE PROVOST AND VICE CHANCELLOR

EXECUTIVE ASSISTANT TO THE PROVOST AND VICE CHANCELLOR

- Primary organizational support to the Provost and Vice Chancellor, including assisting in planning, actualizing, and communicating to internal and external constituencies his operational agenda, preparing reports, grant reviews, briefings and executive correspondence, and staffing executive review, accreditation, and search committees.
- Oversaw operational calendar and coordinated schedule to ensure balanced activities. Coordinated agendas for executive staffing meetings provided updates and reports for committee meetings, ensured adherence to timetables and project deadlines and brought issues of concern to the attention of senior University leadership.

- Drafted letters and reports and prepared informational and confidential materials, including Board of Trustee communiqués. Implemented procedures to ensure efficient provision of services and timely responses to internal and external constituencies on matters of academic and administrative policy.
- Served as the representative with faculty, administrators, and students to interpret policies and procedures. Provided senior leadership with status briefings and made recommendations to facilitate decision-making on issues.
- Oversaw the design and establishment of physical plant projects, including all knowledge-management systems, telecommunications, and planned and executed new administrative centers for the Provost and Vice-Chancellor's division.
- Provided support to all senior University offices for special projects, all-University events, and national and international conferences, research, and reporting issues.
- Served as principal liaison to the offices of the President, Deans, Vice Presidents, and Board of Trustee members.
- Interpreted University policies and conveyed the wishes of the Provost and Vice-Chancellor to his reports and constituencies, and oversaw the flow of work between units reporting to the Office of the Provost and Vice Chancellor.

#### **NEW YORK UNIVERSITY**

1999 – 2000

OFFICE OF THE PROVOST AND VICE-CHANCELLOR  
ASSISTANT TO THE VICE PROVOST FOR GLOBAL AFFAIRS

- Managed daily and long-term operations, including budgeting, staffing, and policy formation for international and United States-based exchange and study abroad programs. Planned and directed activities such as global initiatives, academic program reviews, and cross-school collaborative international initiatives.
- Served on planning, evaluation, admissions, and credentialing policy formation committees that determined programmatic foci, needs, and fit; evaluated the efficacy of program guidelines between other universities and New York University.
- Planned and managed the activities of the League of World Universities. Liaison to the executive staff of 46 member presidents and chancellors. Determined appropriate protocols, nation-by-nation, managed public relations, and planned annual meetings, including agenda, summarizing proceedings, and overseeing the publication of reports.
- Managed relationships and activities with the executive staff of foreign heads of state. Established working protocols, programmatic agendas, and systems. Served as principal liaison to senior University leadership in these realms.
- Administered the International Visitors Program, managed budgets, confidential nominations and selection processes, outreach and public relations strategies, and non-resident alien taxation/visa compliance and local housing policy.
- Represented the Vice Provost on University-wide committees such as inter-school faculty groups and cross-university study abroad committees, including academics, admissions, and student and faculty life.

#### **HETRICK-MARTIN INSTITUTE**

1996 – 1999

DIRECTOR OF EDUCATIONAL SERVICES

- Principal leadership for Division of Educational Services, serving 8,000 youth annually through inter and intra-agency collaboration including the Harvey Milk School; Computer Learning Center; College, Career, and Financial Aid advising; Scholarships; The Institute's Library; Arts and cultural programming; Youth Councils and special events.
- Responsible for all operational aspects of the Harvey Milk School, including admissions processes, supervision and coordination of staffing, staff/volunteer training, and development, short and long-term strategic program development and implementation, academic guidance, curriculum development, scholarships, budgetary oversight, development of policies and protocols, and oversight of databases for federal, state, and local reporting purposes.
- Maintained programmatic stability through the Institute's most extensive period of growth in 15 years as part of a long-term strategic plan. Secured and implemented all educational and administrative resources necessary to guide the enterprise during this time of transition.

- Served on an integrated services management team, ensuring all constituent issues were met, including orientation, student life and activities, physical and mental health issues, and crisis response.
- Oversaw the research, development, and implementation of public and private grant proposals and program outreach.
- Oversaw all education outreach activities and programs related to LGBTQIA+ diversity, equity, and inclusion.
- Served as principal liaison to leading educational, artistic, and public institutions within New York City.
- Management of regional, national, and international educational and media requests, including representing the programs to external organizations and local, national, and international media organizations. Supervised the design and production of new promotional materials.

**COLUMBIA UNIVERSITY IN THE CITY NEW YORK**

1996

OFFICE OF STUDENT ACTIVITIES

STUDENT ACTIVITIES COORDINATOR

- Oversaw the design, coordination, and implementation of the Leadership Inter-Organizational Network, a year-long leadership initiative involving students, faculty, and administrators aimed at strengthening leadership skills.
- Advised and supported undergraduate student organizations. Served as point-staff for all conferences, theatrical productions, and significant events, including cultural and art shows, lectures, concerts, theme months, all-University programming, and Mini-Course Academic Programs. Audience sizes ranged up to 5,000 individuals.
- Liaison for all aspects of event production, including security, catering, facilities, sound, staging, and educational consultants. Managed all contractual negotiations.
- Oversaw the design, coordination, and implementation of the Leadership Inter-Organizational Network, a year-long leadership initiative involving students, faculty, and administrators aimed at strengthening leadership skills.
- Acted as advisor and liaison for Student Government entities, including oversight of budgetary issues, disciplinary action, conflict resolution, and programming.
- Assisted in the development and coordination of the New Student Orientation Program, a nationally recognized programmatic model, which was a comprehensive eight-day project serving 2,000 incoming undergraduate students.
- Served as staff primary event consultant to external architectural and engineering entities in the design of The Alfred Lerner Hall, a USD 70 million, 250,000 square foot state-of-the-art student center.

**NEW YORK UNIVERSITY**

1995 – 1996

THE FACULTY RESOURCE NETWORK

PROGRAM COORDINATOR/WRITER

- Assisted in all aspects of development, selection of participants, coordination, implementation, and evaluation of the programs of the Faculty Resource Network (FRN), the nation's largest consortium enhancing undergraduate education. FRN is comprised of 54 partner institutions.
- Aided in the development, research, writing, implementation, and follow-up reporting of federal and private grants including Andrew W. Mellon Foundation, Davis Educational Foundation, Ford Foundation, Lilly Endowment Incorporated, Madison Charitable Fund, National Endowment for the Humanities, National Science Foundation, National Institutes of Health, Pew Charitable Trusts, The William Randolph Hearst Foundations, United Negro College Fund and U.S. Department of Education, Title IXE.
- Coordination of Network Summer, various faculty development workshops and seminars involving faculty from the Network's 30 member institutions. Oversaw databases that managed the Network Summer program, including both historical participants, inquiries, and current participants both for institutional research, program implementation, and reporting to funding agencies.
- Aided in participant recruitment and selection, program implementation, and all physical and logistical arrangements including catering, special events, housing, and travel; served as a liaison between NYU faculty seminar leaders and hosts and the administrations and faculty of FRN member institutions; drafted correspondence for FRN administration and assist with budget and report tracking preparation and dissemination.

- Coordinated the University Associate and Scholar-in-Residence programs for visiting faculty, including serving on the selection committees, drafting correspondence to FRN constituent scholars, Provosts, Vice-Presidents, and Deans.
- Compiled and tracked statistical data on programs, including development, management, and expansion of administrative databases.
- Assisted in internal and external public relations tracking, including the supervision, design, and production of new promotional and marketing materials.

## **BOARD POSITIONS**

**GLOBAL FOUNDATION FOR CULTURAL COMPETENCE** 2016 - CURRENT  
BOARD OF DIRECTORS

**GLOBAL RISK MITIGATION FOUNDATION** 2016 - CURRENT  
BOARD OF ADVISORS

**VIDYASHILP EDUCATION GROUP** 2021 - CURRENT  
BOARD OF ADVISORS

## **QUALIFICATIONS**

Languages: Professional English, Fluent Spanish, Conversational Italian.

Presented globally, nationally, and locally on:

- Business Continuity Planning
- Crisis Management and Planning
- Diversity, Equity, and Inclusion
- Employee and Student Success/Motivation
- Human-Centered Design / Equity-Based HCD
- Integrated Implementation and Assessment Planning
- Learning Program Design, Evaluation & Assessment
- Organizational Change and Culture
- Organizational Alignment
- Opening of offshore operations
- Policy Formation
- Risk Assessment and Mitigation
- Strategic Planning
- Workforce trends and talent management

Delegate to the World Innovation Summit on Education (Doha, Qatar) and various high-level international delegations with both private and U.S. governmental and corporate entities.

Authored various chapters, including engaging and preparing underrepresented students in study Abroad, student success models in international education, and review of online simulation software linking endowments to institutional goals.

Team lead for opening U.S. higher educational institutions in Argentina, China, Costa Rica, France, Ghana, Israel, Myanmar, Palestine, and the United Kingdom. Overseen expansion of existing programs in Chile, Cuba, the Czech Republic, France, Germany, Mexico, Namibia, Nicaragua, Spain, Thailand, and other countries.

Experience in the creation of international dual degrees.

Studied, lived, and extensively traveled abroad.

## **REFERENCES AVAILABLE UPON REQUEST**