

Creative, energetic, and tireless strategic/tactical senior executive with an impeccable record of accomplishment as a consultant, administrator, and educator. Solution-oriented entrepreneur with success enhancing educational systems, integrating emerging technology, developing environmental and multicultural programs, and establishing global partnerships. Pioneering leader with reputation as change agent and problem solver in academic, technology, international, multimedia, government, and association arenas. Passionate in promoting programs that aid underserved populations, incorporate the voices of all stakeholders, and leverage cutting-edge training, social media, and the Internet. **Demonstrated success in:**

- **Executive Counsel:** Delivered value as consultant to executives from diverse industries, providing organization-wide needs assessment, development of strategic organizational and technology plans, and implementation and integration of new and innovative systems. Self-directed in initiating and implementing business productivity and continuous improvement projects that consistently achieved cost-effective, world-class results.
- **Training and Development Leadership:** Convened focus groups of educators, community leaders, and subject matter experts in designing technology and learning tools. As a neutral facilitator, gained consensus on strategic plans, bringing together opposing factions. Developed courses and served as instructional designer and subject matter expert for the National Disaster Preparedness Training Center (NDPTC).
- **Operations Oversight:** Promoted technology into all operations through structured planning process that achieved mission, vision, and specific metric goals. Fearless in taking aggressive approach in building programs and businesses from the ground up, as well as turning around underperforming ventures.
- **International Business - Education/Training:** Directed/facilitated projects in the United Kingdom, Finland, Spain, Germany, France, China, Singapore, Egypt, Russia, Japan, Chile, Brazil, Argentina, Ethiopia, Uganda, South Africa, and Nicaragua. Applied conversational skills in Spanish and German with basic understanding of Russian and Mandarin. Optimized time and resources through both telework and onsite involvement.

Strengths that Drive Business Growth

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| ▪ Strategic and Tactical Leadership | ▪ Training and Development |
| ▪ Multimillion-dollar Budget Oversight | ▪ Team and Consensus Building |
| ▪ Grant Writing and Funding Development | ▪ Organizational Development |
| ▪ Civil Rights and Regulatory Compliance | ▪ Assessment and Evaluation |

Success Delivering Breakthrough Solutions On Time and On Budget

Cape Cod Pilgrim Memorial Association of Provincetown, Provincetown, MA

Founded in 1892, the oldest non-profit on Cape Cod is dedicated to the first-landing of the Mayflower Pilgrims and the signing of the Mayflower Compact. The Pilgrim Monument is the tallest all granite structure in the U.S. and is visited by nearly 100,000 persons annually. Budget of \$1.4M in 2019, prior to the Coronavirus pandemic of 2020.

EXECUTIVE DIRECTOR

2017 – Present

Oversee the entire operation of the Pilgrim Monument and Provincetown Museum (PMPM) including a staff of 28 (Full- and part-time prior to COVID-19). The museum is dedicated to the Mayflower Pilgrims' landing in Provincetown in 1620, signing the Mayflower Compact, and meeting the native Wampanoags. Create culturally diverse programs and events to support and enhance the mission of the organization, collect artifacts relevant to Provincetown, and maintain the Pilgrim Monument while supporting the diverse cultures of the community. Provide direct collaboration with other non-profit organizations and corporations, providing project leadership, organizational program development, and management. Oversee finances and fundraising, providing visionary and tactical leadership.

- **Telling the back story of colonization:** Instituted a social response to draw awareness to diversity, inclusion, and tolerance by creating the first new permanent exhibition in more than 50 years. The new exhibit, dedicated to the Wampanoag people, tells the true story of their suffering from the early 1600s until they left Provincetown in 1620 for modern-day Plymouth. Through a critical lens, the narrative examines the "back-story" and presents a more balanced, less "white-washed" perspective. The media has embraced this transparent effort and notable news agencies have published accounts of the work. (*Boston Globe, USA Today, TIME*)
- **Leadership during a pandemic:** Created a strategic response for the institution and Board of Trustees that addressed key elements for surviving the pandemic: Communication, staffing, and financial stability. This response served as a model during QTR 2-4 2020 and is the basis of new 2021 operating protocols. Completed a RIF (Reduction in Force) to sustain the finances of the institution, reducing full-time/part-time staff from 28 to 4.75 FTE.
- **Turning a 100+ year old vision into reality:** Developed and financed \$4.5 million project to provide ADA accessibility to the Pilgrim Monument, connecting Provincetown's center of commerce with the institution. Sourced tax-free municipal bonds through MA Development, Inc., an agency that assists non-profits with facility financing, which saved the institution +\$800k over the course of the loan. The Bradford Access Project -- a Swiss-built, inclined elevator and hard-soft scapes -- will be operational QTR 2 2021. The entire construction process has been executed during the pandemic.
- **Building a fund-raising engine:** Prior to 2017, the institution lacked a comprehensive communications and fund-raising program or awareness to create one. From 2017-2019, strategic leadership decisions were made to operationalize a non-profit communications and fund-raising program. With the onset of the 2020 pandemic, it became critical for the institution to raise funds, without face-to-face contact. The 2020 fund-raising appeals (gala fund-raiser, annual lighting appeal, and end of year appeal) raised in excess of \$100k.

Capital City Technical Consulting, Inc., Provincetown, MA and Washington, DC

Division of a strategic and technical consulting practice, providing operational guidance and structuring of eLearning programs and organizational solutions for international and domestic businesses, nonprofits, and education institutions. Produced \$1M in revenues in 2020.

PRESIDENT/CTO/CO-FOUNDER

2001 – Present

Consult with international and domestic clients among primary, secondary, and higher education institutions, government agencies, nonprofit organizations, and corporations, providing project leadership, organizational planning, program development and management, team building, strategic problem solving, curriculum development, and executive leadership coaching. Specialize in emerging education technologies, program evaluation, and international conference planning and facilitation. Oversee the division's administration and finances, assist with business development, and recruit and supervise subcontractors. **Representative engagements included:**

- **NOAA Environmental Literacy Project:** Served as senior consultant to develop the Pacific Region's (Hawaii, Guam, American Samoa, and Micronesia) Environmental Literacy Program. Created comprehensive program plan based on consultations and facilitative listening with indigenous and community leaders and NOAA scientists.
- **NOAA Pacific Services Center:** Secured a \$524K competitive grant from the U.S. Department of Commerce for an 18-month assessment project, titled Strategic Positioning of NOAA Education Products and Services, which resulted in the creation of a curriculum/materials alignment website, which includes a two-dimensional database and hyperlinks to a prototype, 3D virtual world.
- **Hawaii Department of Education:** As third-party evaluator, assessed effectiveness of the state's innovative Science, Technology, Engineering and Mathematics (STEM) initiative on the island of Kauai, which combines multidisciplinary lessons and teacher professional development with an integrated science curriculum to create a more holistic approach to science education.
- **National Disaster Preparedness Training Center and PICHTR:** As an Instructional Designer and subject matter expert, assisted with the development of FEMA Disaster Preparedness Training Courses: Intermediate Social Media, Security Professionals Course, Food Security, Hurriplan, and Tsunami Awareness.
- **United Kingdom's Department for Education, London, U.K.:** As lead consultant, created, planned, and implemented three-day global summits (annually for four years) of 200+ education ministers from 60+ countries, meeting in London to exchange ideas about education innovations, technology, and policy.

- **The British Council, London, U.K.:** Served as senior consultant in designing and executing a series of "Wired Communities" conferences with peers in China, Egypt, Singapore, and Russia. Additionally, worked on expanding online education presence in Argentina, Chile, China, Finland, Germany, Russia, Singapore, and Spain. Conducted TIPD (Teacher International Professional Development) and NCSL (National College of School Leadership) workshops in the U.S. with U.K. teachers and headmasters.
- **Riverside Publishing Company, Houghton Mifflin Harcourt:** Functioned as senior consultant on: GMRT5, an educational software & Edusoft/DataDirector, which supports education reform on student achievement through data-driven decision-making. Created Customer Advisory Panel to support training needs.

Gwynedd Mercy University, Ambler, PA

Gwynedd Mercy University is one of the 16 Catholic colleges and universities that comprise the Conference for Mercy Higher Education. Their heritage is based on the traditions of the Sisters of Mercy, the Catholic order founded by Catherine McAuley in Dublin, Ireland in 1831. Her mission was to serve people who were suffering injustices due to poverty, sickness, and a lack of education, especially women and children.

ADJUNCT INSTRUCTOR-LECTURER IN THE SCHOOL OF GRADUATE AND PROFESSIONAL STUDIES 2014-Present

- Assisted with the creation and establishment (curriculum development and teaching) of the Ed.D. program in 2014, and have continued working with each cohort (Fall-Winter-Spring) through the present.
- In 2016, supported the creation and currently serve as instructor of the ABD (All But Dissertation) program.
- Provide direct instruction online and in-person to students in the School of Education-Master and Doctoral Degree programs, with a primary focus on the Ed.D. students.
- Provide dissertation advisement to candidates for the Degree of Doctorate in Education (Ed.D.)
- Co-teach the quarterly Residency program with 30-60 attendees each session.
- Chair and serve on doctoral Dissertation Committees (As of January 2020, served on 12+ committees)
- Transitioned Face to Face Residency program to 100% virtual in March 2020 due to the Coronavirus pandemic.
- Write and revise course curriculum with Synergis Education, Inc.
- Specialty academic research areas of instruction: Educational and organization development, instructional and administrative technology, social justice and diversity training, leadership development, school administration, and international education policy development.

American Council on Education (ACE), Washington, D.C.

The American Council on Education serves as the nation's most visible and influential higher education association. The ACE College Credit Recommendation Service (CREDIT) is the most widely used course evaluation program that stresses academic integrity. The ACE CREDIT recommendation is used as a guideline by colleges and universities to make their decisions about awarding course credit.

DIRECTOR OF CREDIT EVALUATIONS PROGRAM

2012 – 2013

Having a broad-based experience in building business programs, began the process of systematically evaluating the ACE CREDIT® review process and business sustainability. Implemented new technology review standards and established financial/revenue goals.

- Managed a \$3M budget with an initial staff of four that grew to six.
- Successfully completed debuted the first MOOC (Massive Online Open Courses) CREDIT Evaluation for Coursera, ushering in a new-era in college credit and education attainment.
- Initiated a technology systems evaluation and work-flow analysis of existing database use.

Lancaster-Lebanon Intermediate Unit #13 (IU 13), Lancaster, PA

Regional educational agency that assisted 22 area school districts by providing quality, cost-effective technology products and services. IU 13 had a workforce of more than 1,600 employees.

DIRECTOR OF TECHNOLOGY SERVICES

2005 – 2007

Based on exemplary performance, transitioned from consultant to permanent position, leading modernization of the agency's technical infrastructure and coordinating new technology integration into Pennsylvania school districts. Managed 36-member staff and \$3M budget. Hired, trained, and mentored successor.

- Spearheaded major agency reorganization, resulting in more than \$275K in annual savings, as well as reduced staff time by up to 25% through technology-assisted scheduling and meeting organization.
- Led conversion of five legacy independent email and calendaring systems into a Microsoft Exchange Server environment for the entire enterprise across 26 campuses and created a training initiative for all staff members.
- Constructed policies on intellectual property and Internet usage to protect the organization and employees.

Academy of Educational Development (AED), Washington, D.C.

Interactive Web portal enabling teachers to share lesson plans and innovative practices worldwide. A joint partnership between AED, Sun Microsystems, and the U.S. Agency for International Development (USAID), the pilot project included Brazil, Nicaragua, Ethiopia, Uganda, and South Africa.

FOUNDING PROJECT DIRECTOR, GLOBAL LEARNING PORTAL

2002 – 2004

Created and implemented cutting-edge website portal that offered diverse educational materials ranging from lesson plans to policy documents in French, Spanish, Portuguese, and English. Supervised 11-person staff and managed \$2.1M budget.

- Secured grants from the World Bank and USAID, as well as in-kind assistance from Yahoo.
- Formulated strategic plan, trained teachers and government officials on use of the Web portal, and championed and funded national educational research projects in developing countries.

HighWired.com, Watertown, MA

Startup Internet media company developing technology to produce online high school yearbooks. More than 13,000 high schools in 76+ countries utilized the technology.

NATIONAL DIRECTOR OF EDUCATION

2000 – 2001

Supervised development of on-site training program for students and in-service program for teachers.

- Successfully developed business partnership with CNN-Turner Learning.

American Association of School Administrators (AASA), Arlington, VA

Membership of 11,000 educational leaders (superintendents, assistant superintendents, and central office personnel). Association provided conferences, seminars, and executive advisement.

DIRECTOR OF INFORMATION TECHNOLOGY

1998 – 2000

Recruited to serve as Chief Information Technology Officer for national organization of K-12 school system leaders. Developed and led educational seminars for superintendents and other school system executives on the value of investing in technology to improve teaching, learning, and school administration. Managed five-member staff and \$1.2M project budget.

- Co-authored and managed U.S. Department of Education Innovation Grant on the use of achievement data by school superintendents and boards of education.
- Developed partnership with AOL@School to evaluate online educational material.
- Collaborated with superintendents and their leadership teams on development of comprehensive district-wide technology plans for improving teaching, learning, and administrative functions.

Prior experience (1987 – 1998) as **Director, Division of Technology** for Rose Tree Media School District, **Director, Team Decision Center, Continuing and Distance Education** with The Pennsylvania State University, **Education Industry Specialist** at IBM and Bassco, Inc., and **Assistant to the Superintendent** for the Springfield City School District.

Education

Ph.D. Educational Administration/Leadership and Technology, The Pennsylvania State University, University Park, PA
Recipient of The Pennsylvania State University Alumni Association's Diversity Award

M.S. Public School Administration, The University of Dayton, Dayton, OH

B.A. Elementary Education, Wittenberg University, Springfield, OH

Academic Certifications

The National Institutes of Health (NIH) Office of Extramural Research
Protecting Human Research Participants—Certification #2037348