

**Dr. Rick J. Arrowood**  
*Curriculum Vitae*

**1. Education**

**LP.D.** Doctor of Law and Public Policy, Northeastern University, Boston, MA (2020)

**J.D.** Juris Doctor, Massachusetts School of Law, Andover, MA (2000)

**B.S.** Bachelor, Human Resource Management, Palm Beach Atlantic College, West Palm Beach, FL (1994)

**2. Thesis and Dissertation**

**The Suit Must Fit: How Exploring the Transformational Experiences of Graduate Professional Studies Faculty Transitioning to Online Instruction Can Inform Higher Education Policy on Online Teaching.** This study informed the development of model approaches for faculty transformation to online teaching and learning that account for self-directed learning, transformative experiences, and new evolving skill sets. The study also demonstrated a lack of alignment between online teaching practice and institutional policy; in one participant's words as a "suit that doesn't fit." This is especially relevant as higher education institutions embark on advancing online programs during and after the COVID-19 pandemic. Findings revealed transformative experiences are present in different gradations and not always named but are described; online teaching upsets traditional work-life balance; and the absence of online teaching policy impacting faculty identity. Finally, the study demonstrated the need to document faculty transition from on-ground to online teaching and their reported transformational experiences.

**3. Academic & Professional Experience:**

**A. Current and Previous Higher Education Professional Experience:**

**Part-Time Lecturer,** Northeastern University, Boston, MA-Management and Organizational Development, September 2021 to present

**Part-Time Professor,** Boston College, Chestnut Hill, MA-Leadership, Organization and Administration Portfolio, September 2020 to present

**Director, Curriculum and Program Development,** Merrimack College, North Andover, MA, January 2020 to June 2020; Transitioned to Adjunct Professor

**Associate Teaching Professor,** Northeastern University, Boston, MA, Sept. 2009 to Jan. 2020 (Adjunct Professor 2008-2009; Assistant Academic Specialist 2009-2015; Associate Teaching Professor 2016-2020; Adjunct Professor 2021-current)

**Core Teaching Disciplines:** Management, Organizational Behavior and Culture, Legal

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Studies, Finance, and Global Leadership

**Graduate Degree-specific Nonprofit Management Required Courses:**

Nonprofit Legal Governance, Human Resource Management, Financial Management for Nonprofit Organizations, Fundraising/Development and Capstone

**Graduate Degree-specific Leadership Required Courses:** Leading Teams, Organizational Behavior, Managing Organizational Culture, Developing the Strategic Leader, Managing a Diverse Workforce, Ethics, Global Leadership, Transforming Organizations, Developing and Creating Leadership Capacity

**Undergraduate and Continuing Education Courses:** Nonprofit & Business Law, Public Leadership, Organizational Behavior, Organization Culture, Professional Speaking, Social Media, Budgeting, Health and Human Services Law, Grant Writing, Career Enhancement and continuing education certificates in Administration, Fundraising, Grant Writing, and Home and Healthcare

**Transnational Teaching: Swinburne University of Technology and International University Vietnam National:** Global Leadership dual degree program, Melbourne Australia: teaching Leading Teams, Developing Leadership Capacity, Building Bench Strength, Strategic Leader, Ethical Leader and Managing Organizational Culture

**Adjunct Professor**, Swinburne University of Technology, 2009 to current, Hawthorne, Victoria, Australia

**Visiting Professor**, Vietnam National International University, 2014 to current, Ho Chi Minh City, Vietnam

**Adjunct Professor**, Merrimack College (2009-current), North Andover, MA

*Prior adjunct roles:*

Bryant University, North Smithfield, RI, 2008, 2009, & 2010

Bay Path College, Burlington, MA, 2009, 2010, & 2011

Emmanuel College, Boston, MA, 2009 & 2010

Park University (Hanscom Air Force Base), Bedford, MA, 2008 & 2009

Northern Essex Community College, Haverhill, MA 2002-2008

## **B. Research and Relevant Studies**

Jun. 2018 to present: “Investigating Perceptions and Impact Among Culturally and Linguistically Diverse Individuals in the Australia Workplace

Jan. 2018 to present: “Recalibrating International Education Exchanges Between the USA and China”

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Oct. 2017 to present: “Leadership in Laotian Culture: A Research Study of Small-to-Medium Sized Family Enterprises *Rethinking, Reforming, & Repositioning Their Roles in the Global Economy,*” (Akhamontri, K., *Lao Academy of Social Sciences*, Arrowood, R., & Kampits, E.)

Sept. 2017 to present: “Exploring Ethical Perceptions in the Vietnam Workforce”

Jun. 2016 to present: “In Pursuit of a Missing Link: Attitudinal and Intercultural Influencers in End-of-Course Surveys” (Kampits, E. Co-Researcher) funded by Northeastern University, Boston, MA (USA), Office of Provost

Apr. 2010-2016: “Assessing Student Satisfaction and Engagement Strategies in Graduate Nonprofit Management Programs”

Mar. 2016, Research Team, Faculty Academic Council’s Joint Task Force on “Faculty Workload, Overload, Service and Scholarship”

Jan. 2012 to current: “Exploring Whether Competitive Advantages May Exist in Transnational Dual Degree Programs” (Longitudinal and qualitative research study)

Aug. 2011-2014; 2016 to present: “Multidimensional Driving Style Inventory: Exploring Correlations Between Driving Styles and Leaders Behaviors”

### **C. Recent Papers In Progress, Submitted or Accepted for Publication**

Arrowood, R. & Kampits, E. (2020) (In publication) “*Taking the Distance Out of Distance Education: Engaging Students in Collaborative Online Learning*” Routledge Part 2: Universities Reshaping Teaching and Learning Through ICT Use in Different National Contexts

Arrowood, R. & Kampits, E (2018). (In progress) Cambridge Scholars Press, “*Recalibrating International Education Exchanges Between the USA and China*”

(In progress) Leadership in Laotian Culture: A Research Study of Small-to-Medium Sized Family Enterprises *Rethinking, Reforming, & Repositioning Their Roles in the Global Economy,*” (Akhamontri, K., *Lao Academy of Social Sciences*, Arrowood, R.)

(In progress) Investigating Perceptions and Impact Among Culturally and Linguistically Diverse Individuals in the Australia Workplace

(In progress) Recalibrating International Education Exchanges Between the USA and China

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(In progress) Exploring Ethical Perceptions in the Vietnam Workforce

Jun. 2016 to present: “In Pursuit of a Missing Link: Attitudinal and Intercultural Influencers in End-of-Course Surveys” (Kampits, E. Co-Researcher) funded by Northeastern University, Boston, MA (USA), Office of Provost

Arrowood, R. & Hitch, L. (2015). Submitted and Accepted, Innovations in Higher Education and Learning (IHETL), Emerald Group Publishing, “*The Centrality of the Faculty Role in Transnational Partnerships: A Research Agenda*”

Arrowood, R. & Kampits, E. (2015). Submitted and Accepted, Cambridge Scholars Press, “*You Can See The Tree, Even in a Forest: Transforming Learning Paradigms for Global Leadership*”

Arrowood, R., Gregory-Mina, H.J., Kampits, E. (2014). Submitted and Accepted, Open Praxis International Council for Open and Distance Education, Moscow, Russia, “*Goldilocks Goes Global: Setting the stage for ‘Good, Better, or Just Right’ in the multicultural, multilingual, techno-savvy global classroom*”

Arrowood, R., May 2014, “*A Conversation About Teaching*”  
<http://rickjarrowood.wordpress.com>

Arrowood, R., Gregory-Mina, H.J., Kampits, E. (2013). Published/International Council for Open and Distance Education conference proceedings: *Best Practices for Engaging and Leading Multicultural, Multilingual, Techno-savvy Students in an Online Master's Dual Degree Program*

Arrowood, R., et. al. (2013). *Developing globalized teams using online learning platform*. Submitted to Leadership Victoria.

Arrowood, R., et. al. (2012). Submitted for publication: *Best practices for engaging and leading online students in a leading teams course (submitted, 2013)*

Arrowood, R. et. al., (2012). Work in progress: *Designing a Longitudinal Research Study and Conceptual Model in Conjunction with a Transnational Dual Degree Program (in progress, year six completion expected 2018)*

Arrowood, R., et. al. (2012). (Self-published) *Leaders Drive and Leaders Walk: An Examination of Whether Driving and Walking Behaviors Correlate with an Individual's Leadership Style*

### **D. Northeastern University Administrative, Faculty Senate, and Professional Programs' Oversight**

**Chair, Enrollment and Admissions Policy Committee, Faculty Senate** (2018-2019), Reviewing current enrollment and admission policies for the 9 Colleges within Northeastern University

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**Chair, Full-time Non-Tenure Track Committee, Faculty Senate** (2017-2018), Heading a 9-College Member committee in organizing tasks and facilitating dialogue; Role and responsibilities include working with Senate Agenda Committee to craft and explore charges relating to governance and other rights and responsibilities to ensure a “One Faculty” approach

**Member, Full-time Non-Tenure Track Committee, Faculty Senate** (2010-2018) Founding member of the first-ever standing committee of the Faculty Senate; Represented the interests of full-time College of Professional Studies non-tenure faculty

**Lead Faculty** (2008-2017), Graduate Nonprofit Management and Nonprofit Certificate Programs (held responsibility for oversight of adjunct faculty, development of new courses, recruitment and retention strategies, academic quality assurance, and budget preparation)

**Lead Faculty** (2008-2016), Graduate Human Resource Management Certificate Program (supported program managers in dealing with student and faculty related issues, worked with adjunct faculty to improve course design, content and delivery, and proposed ways to develop the program into a full graduate degree)

**Team Member, International Programs** (2009-current), Graduate Dual Degree program, Swinburne University (Melbourne, Australia) and Vietnam National International University (Ho Chi Minh City, Vietnam)

**Alumni Development** (2009 to current), develop relationships with international alumni/ae through social media platforms including small group and individual “check-ins” to steward relationships; created two Facebook pages for current students and alumni, and developed global leadership pinning ceremony

### E. Professional Presentations

**Boston, MA**, Jun. 2021, Northeastern University, Doctor of Law and Policy program, Moderator: "Leading Change: From Evaluation Research to Thesis to Real-World Policy Making"

**Boston, MA**, Apr. 2021, Boston College, Moderator: “Leveraging Policy and Law to Advance Change”

**Boston, MA**, Apr. 2021, Boston College, Moderator: “The Journey of Meaningful Policy Change from Ideation to Implementation”

**Boston, MA**, Oct. 2020, Boston College, Moderator: Policy, Practice & PR: “How research informs leaders and policy-makers in times of crisis”

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**Boston, MA**, Oct. 2020, Boston College, Moderator: Leader as Change Agent: “Exploring change perspectives of policymakers”

**Boston, MA**, Jul. 2020, Boston College BCE Program, Guest Presenter, “Leadership and Personality”

**St. Louis, MO**, Apr. 2019, Association of Physicians of Pakistani Descent of North America (APPNA) “Are We Reaching Our Potential: A conversation across genders, cultures, and stereotypes”

**Melbourne, Australia**, Aug. 2018, Northeastern University Alumni Association “Revealing Personality and Leadership”

**Boston, MA**, Jun. 2018, Facilitator, Boys and Girls Club of America, Regional Office, Advancing Philanthropy Workshop, “Thinking Big: Uncovering Your Leadership Potential Through Service”

**Ho Chi Minh City, Vietnam**, Nov. 2017, Presenter, University of Finance and Marketing (Truong Dai Hoc Tai Chinh), “Personality Preferences and Their Impact on Leadership Development”

**Ho Chi Minh City, Vietnam**, Nov. 2017, Presenter, Vietnam National, International University, “Personality Preferences and Their Impact on Leadership Development”

**Baltimore, MD**, Jun. 2017, Keynote Speaker and Facilitator, Boys and Girls Club of America, National Office, Advancing Philanthropy Workshop, “Thinking Big: Uncovering Your Leadership Potential Through Service”

**The Hague, Netherlands**, Dec. 2016, Presenter, European Conference on Collaborative Online International Learning (COIL), The Hague University of Applied Sciences, “Developing, Designing, Delivering a Collaborative Online International Learning Course”

**Hanoi, Vietnam**, Aug. 2016, Presenter, 7<sup>th</sup> Annual University Scholars Leadership Symposium, “Ready, Set, Engage...Developing Your Leadership Capability”

**Moscow, Russia**, Nov. 2016, Presenter, Moscow Friends Foundation, “Leadership and Fundraising: Past, present, and future”

**Kuala Lumpur, Malaysia**, Oct. 2016, Keynote Speaker, International Youth Leadership Conference, Kuala Lumpur, Malaysia, “Ready, Set, Engage...Developing Your Leadership Capability”

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**Ho Chi Minh City, Vietnam**, Oct. 2016, Speaker, Vietnam National International University, “Leadership and Personality: How do you lead, see the world, take in information, and make decisions?”

**Charlotte, N.C.**, Jun., 2016, Invited Presenter, The Seventh Annual Asian Diaspora Pre-Conference, 2014 Annual Adult Education Research Conference (AERC), “Models of East-West Professional Program Pedagogy”, L. Hitch, Co-Presenter

**Boston, MA.**, May 2016, Panelist, GSS Webinar - A Conversation about Second Language Development with Dr. Diane Larsen-Freeman

**Lake Chelan, Washington**, May, 2016, Panelist, 8<sup>th</sup> Annual Nonprofit Practices Institute Summit/Community Foundation of North Central Washington, “Moving Beyond a Nonprofit Start-up”

**Lake Chelan, WA.**, May 2016, Presenter, 8<sup>th</sup> Annual Nonprofit Practices Institute Summit/Community Foundation of North Central Washington, “Is It Money or Mission: What’s Driving Nonprofit Organizations?”

**Lake Chelan, WA.**, May 2016, Presenter, 8<sup>th</sup> Annual Nonprofit Practices Institute Summit/Community Foundation of North Central Washington, “From Dollars to Sense: Financial Management for Nonprofit Organizations”

**New York, NY**, Apr. 2016, Co-Presenter, Center for Collaborative Online Learning, “Which Way? Identifying a Suitable Cultural Compass to Assess Student Engagement in Online and Blended Courses” in collaboration with co-presenters L. Hitch and E. Kampits

**Cape Town, South Africa**, Feb. 2016, Speaker, International Youth Leadership Symposium, “Developing Your Leadership Capability”

**Seattle, Washington**, Feb. 2016, Speaker, “Making a Difference: Are You a Match for the Nonprofit World?”

**Sun City, South Africa**, Oct. 2015, Invited Presenter, ICDE and UNISA Conference, “How to Engage Students in Online Course Design, Delivery, and Content”

**Colombo, Sri Lanka**, Aug. 2015, Speaker, Nawaloko College of Higher Studies, “Developing Ones’ Global Cultural Competencies: Ways to Re-Engineer Your Worldview”

**Melbourne, Australia**, Jul. 2015, Facilitator, Australian Education Management Group, “Fundamentals of Leadership for Chinese Program and Administrative Professionals”

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**New York, NY**, Mar. 2015, Presenter, 7<sup>th</sup> COIL at SUNY (Center for Collaborative Online Learning), 10 Ways Not to Engage International Students in Online or Blended Classrooms

**Hangzhou, China**, Dec. 2014, Presenter, “You Can See the Tree, *Even* in a Forest: Transforming Learning Paradigms for Global Leadership, 11<sup>th</sup> Annual ASN Conference, sponsored by USCET-Zhejiang University, China

**Melbourne, Australia**, Nov. 2014, Co-Facilitator, Global Leadership Student and Alumni Panel, 1<sup>st</sup> Annual Global Leadership Conference, Swinburne University and Northeastern University

**Moscow, Russia**, Sept. 2014, Presenter, ICDE (International Council for Open and Distance Education Conference), “Goldilocks Goes Global: Setting the stage for ‘Good, Better, or Just Right’

**New York City, NY**, Mar. 2014, Presenter, 6<sup>th</sup> COIL at SUNY (Center for Collaborative Online Learning), Goldilocks Goes Global: Setting the Stage for ‘Good, Better, or Just Right’

**Abu Dhabi**, May 2014, Invited Presenter, 4<sup>th</sup> QS Maple Conference, “Moving International Collaborations from Start-up to Continuous Improvement: Building Blocks from Australia, China and the USA”

**Boston, MA.**, Dec. 2014, Facilitator, Northeastern University College of Professional Studies Professional Development, “Superheroes, Storybook, and Cartoon Characters”

**Boston, MA.**, Oct. 2014, Facilitator, Northeastern University College of Professional Studies Faculty Development, “Superheroes, Storybook, and Cartoon Characters”

**Melbourne, Australia**, Jul. 2014, Facilitator, Swinburne University, “Using the Life Styles Inventory (LSI) to Aid in Developing Global Leaders”

**Melbourne, Australia**, Jul. 2014, Facilitator, Swinburne University, “Exploring Leadership Practices Inventory (LPI) in a Global Leadership Program”

**Melbourne, Australia**, Jul. 2014, Facilitator, Swinburne University, “MBTI Type I and II in the Context of Global Leadership”

**Melbourne, Australia**, Jul. 2014, Facilitator, “Examining the Personality Traits and Leadership Styles of Superheroes and Storybook Characters”

**Melbourne, Australia**, Jul. 2014, Presenter, Swinburne University, “Recapturing the Magic: How you can regain excitement, reignite your passion, and realign your goals from where you are today to where you want to lead tomorrow”



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**Shanghai, China**, Jun. 2014, Speaker, Shanghai Medical Instrumentation College, “Are You Leadership Ready: Anytime, Anyplace, Anywhere?”

**Beijing, China**, Jun. 2014, Speaker, Beijing Foreign Studies University, “Supporting Global Leaders: Essential Tools for Human Resource Managers, Executives & Senior Management Teams”

**Beijing, China**, Jun. 2014, Speaker, Beijing Foreign Studies University, “Observing Leadership Through a New Lens: Leadership Anatomy and Physiology”

**Beijing, China**, Jun. 2014, Speaker, Beijing Foreign Studies University, “Are You Leadership Ready: Anytime, Anyplace, Anywhere?”

**Ho Chi Minh City, Vietnam**, May 2014, Speaker, Duxton Hotel, Global Leadership Program, “Unleashing the Power Within: How a Master’s degree in Global Leadership Can Lead the Way”

**Ho Chi Minh City, Vietnam**, May 2014, Speaker, Consulate General of the United States, Ho Chi Minh City, Vietnam, “Exploring Study in the USA: What students need to know”

**Washington, DC**, Feb. 2014, Presenter, Association of International Education Administrators (AIEA) Annual Conference, “Advancing Global Learning: examining institutional strategy and leadership in facilitating global learning, a case study of graduate outcomes of an international educational collaboration model”

**Hong Kong**, Mar. 2013, Presenter, International Council of Open and Distance Education (ICDE), “Goldilocks Goes Global: Setting the Stage for ‘Good, Better, or Just Right’”

**Beijing, China**, Sep. 2012, Victorian Government (Australia) Super Trade Mission, Faculty Representative, Moderator of Victoria’s International Education Industry

### Webinars

**Boston, MA**. Sept. 2014, Presenter, Northeastern University Global Student Success, “Teaching Expectations and Learning Experiences in Boston and Abroad”

**Boston, MA**. Apr. 2014, Presenter, Northeastern University Sport in Society, Nonprofit Fundamentals Webinar Series, “How to get the most of your board of directors”

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**Boston, MA.** Mar. 2014, Presenter, Northeastern University Sport in Society, Nonprofit Fundamentals Webinar Series, “Financial Management Basics for Nonprofit Organizations”

### **F. Authored Case Studies and Book Reviews:**

#### **1. Case Studies or Vignettes**

*In the Ethics Hotseat*, Arrowood, R. (2018)

*The Face of the Organization: Exploring Ethics*, Arrowood, R., (2015)

*Your Leadership or Theirs: How Ethics Guides Your Decisions*, Arrowood, R., (2015)

*From Tiny Seeds Can Big Oaks Grow*, Arrowood, R., (2015)

*Mission Matters*, Arrowood, R. (2015)

*Take Credit When Credit Isn't Due*, Arrowood, R. (2015)

*How Much Time is Too Much Time*, Arrowood, R. (2015)

*Sharon's Dilemma: The Greater Good?*, Arrowood, R. (2015)

*Carson's Dilemma: To Give or Not to Give?*, Arrowood, R. (2015)

*Tic, Tac, Tiam Anyone?*, Arrowood R., (2012)

*In Great, Good or Bad Company?*, Arrowood R. (2011)

*An Arrow Would Do?*, Arrowood, R., (2011)

*Anthony's Dilemma: To Lead or To Leave?* Arrowood, R., (2009, 2010, 2011)

*Capture8: Exploring the Challenges of a Bio-Tech Start-Up*, Arrowood, R., (2010, 2011)

*Can You Ever Go Back?* Arrowood, R., (2011)

*Family Music Tree: What Founders and New Board Members Jill and John Need to Know*, Arrowood, R., (2009, 2010, 2011)

*Founders Syndrome or a Stronger Foundation*, Arrowood, R., (2011)

*GMH Healthcare: Senior Management Structural Considerations*, Arrowood, R.,

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(2011)

*Broken Trust or Better Insight?* Arrowood, R., (2010, 2011)

## **2. Reviews of Chapters, Text, and Articles**

Reviewer, *Gaining the Edge in Your Business Career and Beyond: Consulting Cases in Internship Theses and Capstone Projects*, J. Ivy, SAGE Publishing (2018)

Reviewer, Center for Online and International Collaborative Learning, 10<sup>th</sup> Anniversary Conference (2016)

Reviewer, *Higher Education Teaching and Learning Journal*, Chapter: *University Partnerships for Academic and Program Development* (2015)

Reviewer, *Nonprofit Management: Principles and Practice*, Third Edition, Worth. M., SAGE Publishing (2014)

Reviewer, *Human Resources Management for Nonprofit Organizations*, 4<sup>th</sup> Edition, Jossey-Bass (2012)

Reviewer, Presentation proposals, International Leadership Association Conference (2012)

## **3. Poster Presentations**

**Boston, MA.** Oct. 2015, Poster, Northeastern University Fall Faculty Conference, “*10 Ways To (And Not To) Engage Students in Online or Blended Classes*” with Co-Presenter Dr. Eva Kampits

**Boston, MA.** May 2015, Poster, Co-Presenter, NAFSA: Association of International Educators, “*Bridging Distances and Building Partnerships: The Journey of a Transnational Conference*”

## **G. Professional Certifications and Professional Memberships:**

### *Certifications:*

Global Cultural Competency Inventory (GCI), 2013 (re-certified 2/16)

Intercultural Effectiveness Scale (IES), 2013, (re-certified 2/16)

Leadership Practices Inventory Coach Certificate Program, 2014

Protecting Human Research Participants certification, NIH, 2012

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MBTI Certified, Step I and Step II, 2011

Human Synergistics, trained in OCI, GSI, LSI and OCE delivery

Blackboard Certified (2008 on v. 7.3, 2009 on v. 8.0, 2010 on v. 9.0, and 2010 on v. 9.1)

## *Professional Memberships:*

National Human Resources Association

American Association of University Professionals

International Leadership Association

Academy of Management (Public and Nonprofit Divisions and Human Resources Division)

Society for Human Resource Management

## **3. University and College Related Appointments and Activities:**

Chair, Faculty Senate Enrollment and Admissions Policy Committee, Northeastern University, Academic Year 2018-2019

Chair, Faculty Senate Full-Time Non-Tenure Track Committee, Northeastern University, Academic Year 2017-2018

Re-appointment, Northeastern University, Faculty Senate, Committee for Non-Tenured Track Faculty, 2011, 2012, 2013, 2014, 2015, 2016, 2017 and 2018

NU Online Pilot Committee, Canvas Content Management System, 2015

Northeastern University, College of Professional Studies Global Leadership Conference Planning Committee, 2014

College of Professional Studies, Center for Advancement of Teaching and Scholarship Awards Committee, 2014

College of Professional Studies, Faculty Academic Council Steering Group, 2014

College of Professional Studies, Graduate Academic Review Committee, 2012, 2013

NUOnline Pilot Committee, Blackboard Collaborate, 2012

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College of Professional Studies, Faculty Committee for Review of Promotions Strategy (2012)

College of Professional Studies, Global Course Development Transition Ad Hoc Committee, 2012

College of Professional Studies, Strategic Planning Workgroup (Quality Across Curriculum), 2011, 2012

College of Professional Studies, Global Pathways Committee to design transition course, 2012

College of Professional Studies, Global Leadership Departmental Meetings and Related Work (ongoing)

Northeastern University, Faculty Senate, CPS Dean Search Committee, 2011

College of Professional Studies, Academic Curriculum and Program Review, Nonprofit Management Masters Program (ongoing)

College of Professional Studies, Academic Specialist, Academic Curriculum and Program Review, Human Resource Management Program (ongoing)

College of Professional Studies, Advisor, Curriculum for Graduate-Level Hospitality Program, 2011

College of Professional Studies, Academic Specialist Nonprofit Management and Human Resources Management supervising 10-15 adjunct lecturers (ongoing)

College of Professional Studies, Lead Advisor, Nonprofit Management Co-Op Program (ongoing)

College of Professional Studies, Developer, Nonprofit Rubrics (ongoing)

NUOnline Faculty and Course Development Advisor (ongoing)

NUOnline Pilot Committee, Blackboard 9.1 Upgrade, 2010/2011

NUOnline Pilot Committee, Courtyard program consideration, 2011/postponed to 2012

College of Professional Studies, Lead Academic Creator and Developer of Master's level Concentration in Non-governmental Organizations (ongoing)

College of Professional Studies, Lead Academic Developer, Masters Project (Capstone) in Nonprofit Management (ongoing)

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College of Professional Studies, Lead Faculty Liaison and Joint-founding Member of an SGA approved organization, Loud Leadership, (Global Leadership program at Swinburne University of Technology, Hawthorne, Victoria, Australia), 2011 and ongoing

## **4. Industry-Related Professional Experience:**

### **Board Member**

Global Institute of Financial Professionals  
New York City, New York

### **President/Founder**

LEAP Forward Professional Studies, Boston, MA

### **President/CEO**

The Amyotrophic Lateral Sclerosis Association, Massachusetts Chapter,  
Dedham, MA, February 1, 2001 to January 17, 2008

Passionately developed and guided this health care and human services nonprofit organization through its growth in board effectiveness, mission delivery, financial vitality, information technology, human resources (including volunteers) and e-commerce. Secured funding for and enhanced delivery of programs and services from a local focus to a four-corner, state wide focus. Supervised administrative and program support staff of 20+ individuals, including serving as the lead staff member on all Board of Director committees. Created public awareness campaigns for radio, television, Internet, and print mediums. Served as the lead advocate for the first-ever state-wide ALS registry in the nation; secured state legislative appropriations and funding for multiple years. Served as the visionary in planning, implementing, executing and evaluating capacity building efforts including organizational development, program development, collaborative and community development and leadership development. Received Governor's Citation for Public Service recognizing eight years of leadership service, and specifically, for developing an ALS State-Wide Registry.

### **President/CEO**

Hollywood Art and Culture Center March, 1995 to June 1997,  
Hollywood, FL

Recruited to build upon existing board effectiveness, recruit new board members with business-focused and diverse backgrounds in marketing, accounting, and development; used board as resource for funding and envisioning new programs to community; re-defined job descriptions and implement human resources model for 16-member staff; created volunteer services program; and developed relationships with politicians, business leaders and community activists. Oversaw \$1,000,000 state-funded expansion and renovation in final stages.

### **President/CEO**

Little Palm Theatre, Boca Raton, FL  
January, 1989 to February, 1995

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Responsible for marketing, strategic direction, financial health and accountability, and creation of a capital campaign. Expanded to two part-time stages, opened a theatre gift store in a major mall, added two summer camps, and partnered with Indian tribe in Miami, Florida to create environmental theatrical programs.

### **5. Digital Qualifications:**

#### **Certifications:**

Blackboard Certified (all prior v. 7-9 and current v. 9.1 of 2011)

eCompanion and Angel Certified (2009)

#### **NUOnline Appointments and Activities:**

NUOnline Faculty and Course Development Advisor (ongoing)

NUOnline Pilot Committee, Blackboard 9.1 Upgrade (2010/2011)

NUOnline Committee, New Technology Considerations (ongoing)

#### **Blackboard Content and Course Related Features Experience:**

Highly experienced with Blog, Groups, Voice Authoring, Wimba, Podcast, Assignment, Discussion Board, Assessment, Survey, Lesson Plan, Campus Pack Wiki, Campus Pack Blog, Campus Pack Journal, Campus Pack Podcast, Voice Email, Voice Board, Voice Presentation, and Wimba Classroom.

#### **Blackboard and Canvas Course Design:**

Consistently augment and enhance online and hybrid courses with outside programs such as Camtasia Relay, Voice Thread, and incorporate Mashups such as Flickr Photo, SlideShare Presentation, YouTube and VimeoVideo, and Wimba Voice Authoring. Exceptional skills in instructional design for online and hybrid courses including full interactive course development using adobe presenter, podcasting, digitally literate storytelling, Second Life, and rich media sharing and integration.

### **6. Selected Community Contributions:**

**Global Notebook, The Hauge, Netherlands** Appointed to Advisory Board

**LEAP Forward Institute, Inc.** 2015, Founder and Board President

**Jericho Road, Lawrence and Lowell,** 2009 to current

Provide pro bono consulting services to the organization, including development, implementation and delivery of nonprofit board training sessions. Providing assistance to

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organization for proposed Boston area expansion. Continuing affiliation by providing strategic direction and advice on pro bono basis to sister organization, Jericho Road Lawrence.

### **Pete's Wellness Mission, New Hampshire**

Named to Board of Directors, 2012, 2013, 2014

### **Project CORE, Salem, MA, 2011**

Selected and utilized this as an educational start-up project for Leadership in Nonprofit Organizations Course at Merrimack College. Named to Board of Directors, 2011.

**Co-Founder and Faculty Representative**, Swinburne University-Northeastern University Global Leadership Program Alumni, 2012 to current.