

## PROFESSIONAL EXPERIENCE

**American Civil War Museum, Richmond, VA**

May 2014 – Present

### *Director of Education*

- Oversee operations and strategic planning of education, interpretation, and programs across three campuses
- Lead creation and implementation of institution's Interpretive Plan, including engagement with internal and external stakeholders
- Participate as member of institution's senior leadership team, guiding museum operations, strategic decision-making, and institutional transition
- Collaborate with internal and external partners on program design, execution, growth, and exhibit integration
- Support design and creation of new museum building and exhibits
- Manage budgets, staff, reports, partnerships, evaluation, marketing, and funding strategies for all programs
- Serve as staff liaison for institution's Collections, Education, and Programs Committee of the board of directors
- Manage department of 22 staff, directly supervise 6 staff
- Led coordination of Richmond Civil War sesquicentennial programs as part of local umbrella organization, Future of Richmond's Past, serving an estimated 11,000 visitors

**Pacific Science Center, Seattle, WA**

Jan 2011 – May 2014

### *Portal to the Public Program Manager*

- Managed Science Communication Fellowship program and related public events: facilitated professional development workshops, coached development of hands-on activities, executed monthly public programs, coordinated supporting grant documents, and connected researchers to other outreach opportunities
- Directed suite of off-site community outreach programs that promote lifelong learning: oversaw 36 annual adult Science Café events, coordinated additional special programs, selected and prepared speakers, and moderated events
- Created, implemented, and managed Teen Science Café program: organized and facilitated 22-member teen Leadership Team; developed community and internal partnerships; designed program learning outcomes, logic model, and timelines; and coordinated with grant-funded network
- Mentored museum professionals as part of Portal to the Public Network: supported site staff as they create their own professional development and public programs featuring local science researchers, coached creation of short-term and long-term program plans, collaborated with national colleagues on network initiatives
- Developed and implemented community forum series designed to foster public dialogue about science
- Presented workshops, presentations, and posters at both local and national professional events and conferences
- Recruited and supervised 1 full-time staff member, 5 program volunteers, 1 teen intern, and 160 scientist volunteers

**American Association of Museums (AAM), Washington, DC**

Jan 2010 – Sept 2010

### *Independent Contractor and Graduate Intern, Professional Development Department*

- Planned, coordinated, and implemented Technology, Interpretation, and Education 2010 online conference: Generated call for proposals; designed curriculum; selected and coached development of 18 sessions; managed 38 presenters; coordinated planning and production teams and timeline; and generated supporting materials
- Created AAM Podcast Program: Researched professional standards and best practices, developed staff handbook and procedures, purchased equipment, and supervised recording and editing of audio pieces
- Designed and implemented evaluation and marketing strategies for podcast program and online conference

**Jamestown-Yorktown Foundation (JYF), Williamsburg, VA**

Jan 2007 – Jun 2009

### *Outreach Education Instructor, Traveling Interpreter Assistant Supervisor*

- Presented hands-on, standards-based outreach education programs for 7,451 K-8 students throughout state

- Researched, developed, and executed video podcasts as part of new podcasting team; Produced supporting content materials for website and institution's newsletter
- Managed staff of up to 6 traveling interpreters and volunteers while presenting programs and adapting to rapidly-changing environments, both on- and off-site; Cross-trained and mentored new staff and volunteers
- Liaised with national, state, and local departments and organizations for special events and off-site festivals, including America's 400th Anniversary and the Smithsonian Folklife Festival

**Mackinac State Historic Parks (MSHP), Mackinac Island/Mackinaw City, MI**

*Jun 2002 – Oct 2006*

***Lead Historic House Interpreter, Overnight Program Lead Interpreter***

- Oversaw, trained, and managed daily operation of sites and award-winning HHI and Overnight Programs teams
- Provided support for executive staff during daily operations, special events, ticket sales, and visitor evaluations
- Organized and facilitated meetings and trainings, wrote schedules and evaluations, ordered supplies
- Presented experiential interdisciplinary education programs and public tours to wide range of audiences

**RELATED PROFESSIONAL EXPERIENCE**

- **American Alliance of Museums – National Program Committee** (2014 and 2016 Annual Meetings), **AAM Education Professional Network Washington State Representative** (Jul 2012 – May 2014), **2014 Annual Meeting Host Committee Member** (May 2013 – May 2014), **MUSE Awards – Education reviewer** (Apr 2012)
- **Museum Educators of Puget Sound – President, Seattle, WA** (Sept 2011 – May 2014)
- **Smithsonian National Air and Space Museum – Storytime Facilitator, Washington, DC** (Sept 2009 – Jul 2010)
- **Alexandria Adult Day Service Center – Adult Programming Intern, Alexandria, VA** (Sept 2009 – Dec 2009)
- **National Park Service – Partnerships Office Volunteer, Washington, DC** (Sept 2009 – Dec 2009)
- **Undergraduate Research Opportunity Program, University of Michigan – Peer Advisor, Ann Arbor, MI** (Aug 2003 – Apr 2005)
- **“Get on the Bus” Experiential Learning Course, University of Michigan – Teaching Assistant & Tour Director, Ann Arbor, MI** (Apr 2002 – Apr 2003)

**EDUCATION**

**The George Washington University, M.A.T. – Museum Education & Leadership, Washington, DC** *July 2010*

- Rosetta A. & Sadie B. Feldman Fellow for museum education leadership; 4.0 GPA
- *Coursework:* Includes evaluation, grant writing, museum technology, educational and learning theory (birth - adulthood), museum audiences, and historic house interpretation

**University of Michigan, Bachelor of Arts – History, Ann Arbor, MI**

*April 2005*

- Minor: Latin American and Caribbean Studies, degree with distinction

**ADDITIONAL QUALIFICATIONS & HONORS**

- *Awards:* Rosetta A. & Sadie B. Feldman Fellow for museum education leadership (2010); JYF Recognition of Extraordinary Achievement (2008) and Employee of the Quarter (2008); MSHP Outstanding Performance Award (2006), Team Awards for two teams (2006), and Manager's Award (2004)
- *Presentations & Workshops (include):* AAM Annual Meeting, “50 years from Now: Training the Museum Staff of the Future” moderator (2015), “Effective Strategies for Engaging the Public” moderator and “Museum Professionals Unite! Creating Communities of Practice” presenter and organizer (2014); “Forecasting the Future of Museums” panel discussion and workshop (featuring AAM's Center for the Future of Museums) lead organizer (2014); AAM EdCom Marketplace of Ideas poster session (2012, 2013)
- *Membership:* American Association of Museums, AAM Committee on Education
- *Technology Experience:* Social media outreach and marketing; publishing programs (Photoshop, Publisher, etc.), various video and audio production equipment and editing software; Volgistics volunteer database; Altru database; basic website management; and extensive MS Office (esp. Excel)