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Security Clearance: Top Secret/SCI eligible.

SUMMARY OF QUALIFICATIONS

Over 20 years experience successfully leading high performance teams in complex, globally dispersed organizations as an officer in the U.S. Marine Corps. Subject Matter Expert (SME) in operations, training, education, distance education, planning, logistics, administration, and human resources. Extensive expertise and experience in developing people, leading organizations, and developing training and education programs.

Objective: A senior level leadership or management career in a high performing organization.

ACHIEVEMENTS

Chief Academic Officer, Center for Advanced Operational Culture Learning: 2009 – Present:

- Directly supervised seven professional civilian education associates. Coached, mentored, counseled, monitored 40-50 employees, 23 diverse, geographically dispersed faculty members.
- Designed and implemented strategic plan to train 25,000 deploying personnel per year from each major operating base in the Marine Corps. Resulted in 100% improvement in staff performance, student class performance, and in subsequent student job performance.
- Developed, and implemented three formal Programs of Instruction (POI) in one year. 300% increase in development of formal curricula. 100% quality improvement in the curricula.
- Designed, developed, and implemented comprehensive Faculty Development Program. Resulted in 100% improvement in staff instructional performance and student learning.
- Designed, developed, and implemented 160 hour long language learning course. Resulted in 100% increase in language proficiency and subsequent student job performance.
- Implemented organizational level technology enhanced classroom system. Resulted in 100% improvement in staff /student performance, and significantly reduced overhead costs.

Deputy Division Head, Ground Training Division, Training and Education Command, 2006-2009:

- Provided strategic oversight to ground training and education matters throughout Marine Corps and led 45 military/civilian professionals on organizational level staff,
- Managed annual operating budget of \$3.3 million. Synchronized efforts of four Operating Sections and led four Senior Section Heads. Guided Branch in achieving 100% of its goals.
- Designed and refined branch personnel structure and operating procedures. Branch experienced 400% increase in productivity.
- Developed and implemented comprehensive annual personnel training development program. Improved military and civilian personnel efficiency and effectiveness by 100%.
- Provided subject matter expertise on curriculum development, instructional development, technology, and training delivery methods that improved education and training programs.
- Provided training and education expertise to globally dispersed Operating Force Units and to formal training schools that improved their operational and training readiness.

Assistant Officer in Charge (AOIC), Special Operations Training Group, III MEF: 2004 -2006:

- Led and managed large, complex Organization. Planned, implemented, and conducted specialized training while regionally dispersed to prepare for overseas contingency operations.
- Synchronized efforts of six Senior Section Heads, managed multi-million dollar annual operating budget, and assisted Group in achieving 100% of its goals.
- Led, mentored, coached, monitored, and counseled 120 personnel.
- Provided strategic direction, oversight, and management of training program for specialized 3,000 person organization. Organization achieved 100% success on formal readiness certifications.
- Ensured 100% of education objectives and standards were achieved and education plan remained on schedule and within budget. .
- Provided oversight, direction, and management for procurement effort of state of the art multi-million dollar training facility. Improved readiness of thousands of personnel by 100%.
- Managed and orchestrated budget process achieved \$80 million dollars of new equipment.
- Led and guided development and implementation of education program for personnel preparing for contingency operations significantly improved unit readiness and performance.

Associate Vice President for Future Operations and Training Development, III MEF: 2003 – 2004:

- Led staff of 20 personnel planned and conducted training exercises throughout Asia for complex 10,000 person Organization and managed a \$10.4 million dollar annual operating budget.
- Led operations for 3,000 person organization while regionally dispersed in Asia. Resulted in 100% mission accomplishment of complex, fluid organization.
- Served as Senior Watch Officer in Contingency Operations Center for 10,000 person organization. Resulted in 100% success of the daily operations.
- Principle Author of first ever comprehensive organizational training plan. Significantly improved operational readiness, effectiveness, and performance of a large operational organization.
- Primary Architect for development of very large organization's mission essential task list. 100% increase in the quality and efficiency of the training and performance of the organization.
- Principle developer of major organization's readiness assessment tool. 100% increase in assessment program and metric used for training of the organization.

Adjunct Faculty Member, Officer Career Development/Education Program: 2002-2007:

Vice President for Distance Education and Online Curriculum Development: 2001 – 2003:

- Synchronized efforts of four Section Heads assisted College in achieving 100% of its goals.
- Managed annual development budget of over \$4.5 million.
- Coached, mentored, counseled, and monitored staff of 15 senior education professionals.
- Major contributor that educated 95% of the organizations Officer Corps. Managed development of college and graduate level distance learning curriculum for the Officer Career Development Program.
- Orchestrated development of over 40 high quality electronic courseware projects, constituted 500 hours of distance education electronic courseware. Increased development of electronic courseware by 500%. Improved quality of electronic courseware by 100% in 1 year.
- Revised 3 curricula into one standard curriculum that created an educational efficiency and savings of 200%.

EDUCATION

Master of Science Degree in Education, Old Dominion University, Norfolk VA.

Master of Military Studies Degree, Marine Corps University, Quantico VA.

Bachelor of Science Degree in Geology, Oregon State University, Corvallis OR.

