

PROFESSIONAL PROFILE

OBJECTIVES

Seeking a position that will capitalize on my education, experiences and expertise, enabling me to be a major contributor to the mission of your organization.

QUALIFICATIONS SUMMARY

- More than 31 years in the education arena with a record of significant achievement and professional advancement in teacher education reform, student affairs, faculty and instructional development, professional development and training, and program monitoring and evaluation
- Ability to work collaboratively with businesses, industries, and other agencies to produce positive outcomes
- Ability to direct operating entities in developing and implementing strategic plans
- Successful grant writing initiatives

PROFESSIONAL EXPERIENCE

8/2013 – Present

Department Chair, Educational Theory, Policy and Practice

Southern University-College of Education, Arts and Humanities

Responsible for the academic, research, administrative and fiscal affairs of the department under the supervision of the college dean. Formally represents the department in its dealings or communications with the university administration. Maintains a collegial environment, which promotes professional development of the faculty and promotes optimal career patterns. Sensitive to the needs of an increasingly diverse faculty. Committed to and enforces the policies that promote the fulfillment of the University and College Missions.

5/2009 – Present

Executive Director, Tri-Community Connections, Inc.

Primary responsibility is the management of the organization's staff, operations, and resources to ensure that the mission of the agency was successfully implemented. The position requires a highly-motivated, self-starter with strong management and leadership experience, outstanding verbal and written communication skills, excellent interpersonal skills, and the ability to work with volunteers and stakeholders. Other necessary skills include management, communication, public relations, fundraising, financial management, leadership development, strategic planning and

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supervisory skills. Duties included supervision and evaluation of the staff, managing affiliate financial matters, fundraising development of new activities and events, identifying opportunities, preparing and reporting on grant applications and status, developing relationships in the community. The position reported to a Board of Directors through the Board President.

4/2007 – Present

President, Compass Consultants, LLC

Provide technical assistance, grant writing and capacity building solutions for nonprofits, foundations, and government agencies. Utilize a 360 degree approach to assess organizations consulting needs. Services include certifications, change management, facilitation, financing, fundraising, grant writing, performance evaluation, requests for proposal process, resource development, and trainings.

Work with organizations to build a sound infrastructure, increase internal capacity, and position the organization for long-term self-sustainability. Conduct thorough organizational assessments and tailor services to address the unique realities and needs of organizations. Provide technical assistance and strategic advisory services.

8/2006 – 4/2007

Executive Director, Greater Baton Rouge Literacy Coalition

Primary responsibility was the management of the organization's staff, operations, and resources to ensure that the mission of the agency was successfully implemented. This position required a highly-motivated, self-starter with strong management and leadership experience, outstanding verbal and written communication skills, excellent interpersonal skills, and the ability to work with volunteers and stakeholders. Other necessary skills included management, communication, public relations, fundraising, financial management, leadership development, strategic planning and supervisory skills. Duties included supervision and evaluation of the staff, managing affiliate financial matters, fundraising development of new activities and events, identifying opportunities, preparing and reporting on grant applications and status, developing relationships in the community. The position reported to a Board of Directors through the Board President.

7/2002 – 8/2006

Dean of Student Affairs, Louisiana Technical College - District II

Responsible for the coordination and supervision of the delivery of student affairs at six campuses within District II. This included, but was not limited to, serving on the advisory council for the Vice-Chancellor of Student Affairs and supervising student affairs directors at six campuses within the district. Conducted performance evaluations, assisted campus deans in the resolution of student complaints, grievances, and disciplinary actions. Supervised staff for the delivery of all student affairs programs including financial aid, admissions, records, job placement counseling and

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assistance, academic advising, and student life. Reviewed completer exit interviews, post-completion follow-up surveys and alumni relations. Coordinated student affairs requirements and programs with individual campus deans, administrators, and provosts.

7/2001 - 11/2004

Dean, Louisiana Technical College - Westside Campus (Main Campus), Port Allen Branch, Elayn Hunt Correctional Center, and Louisiana Correctional Institute for Women Extensions

Responsible for the overall management of Louisiana Technical College Westside Campus in the areas of academic affairs, student affairs, finance, administration as well as facilities, security and safety. This involved providing administrative oversight and direction of the Campus within the mission and scope of the Louisiana Community and Technical College System (LCTCS). This was accomplished by preparing a business plan for the campus, developing and managing budgets and financial affairs in conjunction with appropriate staff, coordinating space utilization, administering campus use and service contracts. Recommended employment of campus personnel pending appropriate approvals and ensuring correct interpretation and application of personnel performance evaluations was also essential to this position. Also responsible for the evaluation and implementation of all Louisiana Community and Technical College personnel policies, as well as oversight of the quality assurance of instructional programs in coordination with the District Dean of Instruction. Coordinated articulation efforts with the K-12 system. Other responsibilities included: maintaining compliance with accrediting agency policies and procedures, initiation and coordination of community relations and economic development, exercising oversight of all student affairs concerns in conjunction with the Vice-Chancellor of Student Affairs, and working toward the resolution of faculty and staff complaints, grievances, and disciplinary actions. This position was instrumental in the participation of in-services and workshops as they relate to career development and other student-related activities on-campus as well as off-campus.

11/2000 - 6/2001

Interim Dean, Louisiana Technical College - Westside Campus (Main Campus), Port Allen Branch, Elayn Hunt Correctional Center, and Louisiana Correctional Institute for Women Extensions

In the absence of the Dean, provided the same administrative support and oversight, as well as the instructional management listed above.

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11/2000 - 6/2001

Assistant Dean, Louisiana Technical College - Westside Campus (Main Campus), Port Allen Branch, Elayn Hunt Correctional Center, and Louisiana Correctional Institute for Women Extensions

Assisted the Dean in the administration of the Louisiana Technical College - Westside Campus, its branch and extensions and also was responsible for providing instructional management techniques that enhanced a positive organizational climate conducive to learning.

1999 – 2000

Program Director for Adult Education, Developmental Education and Career Guidance Louisiana Community and Technical College System (LCTCS)

Developed, implemented, and coordinated a comprehensive developmental plan for the LCTCS in consultation with the Developmental Education programs offered in higher education institutions throughout Louisiana. Provided, in collaboration with the Perkins Articulation Officers, leadership in the planning of two statewide articulation models to include: (1) Adult Education and (2) Career Guidance which spans both Secondary and Postsecondary Education in Louisiana. Actively participated in the state and national Guidance Counselors Association (secondary and postsecondary organizations), and the state and national Association of Adult Education. Identified and communicated with the LCTCS Vice-President of Instruction and Learning, through the Director of Vocational-Technical Education, national trends and standards in Adult Education, Developmental and Career Guidance.

1998 – 2013

Adjunct Professor - Continuing Education, Southern University and A&M College Baton Rouge, Louisiana

Psychological foundation courses undergraduate and graduate courses in behavior studies.

1992 – 1999

Program Manager (Guidance Counseling/Special Populations) Louisiana Department of Education

Administered the Career Guidance and Vocational Counseling Program, coordinated and monitored services and activities for special populations and guidance counseling, addressed the needs of counselors, special populations' coordinators through professional development activities, and provided technical assistance and recommendations for developing, enhancing and implementing career guidance and vocational counseling, special populations' components of educational and community-based institutions. Additional duties included: Acting Administrator for the Sex Equity and Single Parents Program, Displaced Homemakers, and Single Pregnant Women Program from 1993-1994. Administered these programs by providing technical assistance and advice to community-based secondary and postsecondary institutions.

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1984 – 1991

Southern University - Baton Rouge, Louisiana

During the period 1984-1991, served in the following positions at Southern University-Baton Rouge campus:

- **Faculty Member Mentor** for up to 20 students per semester who were on academic probation;
- **Principal Investigator for the Grant Program**
The Reformation of the Teacher Education Instructional Program for Improved Performance on the Examination for Southern University;
- **Director of the COPE Center**
Operated a computer laboratory for the preparation of students scheduled to take the National Teachers Examination;
- **Title III Grant Program Project Director**
Strengthening Historically Black Colleges and Universities. Primary activity was purchase of equipment for educational activities;
- **National Teachers Examination (NTE) Coordinator**
Developed and implemented an innovative NTE preparation program defining five substantive areas: Student Assessment, Faculty Development, Curriculum Reform, Instructional Development, and Program Monitoring and Evaluation. Devised strategies for successful completion of the NTE requirements. Also, served as a staff member for the Dean of the College of Education; and
- **Instructor**
Behavioral Studies and Educational Leadership: Courses taught included: Adolescent Psychology, Child Psychology, Educational Psychology, Assertiveness Training, Counseling the Culturally Different, and Clinical Assessment.

1977 – 1984

Experience in the following Educational Arenas:

- **Durham County Schools - North Carolina - School Psychology Externship**
Primarily involved in assessment of children with behavioral and/or learning disabilities. Assisted with intervention and remediation procedures.
- **University of North Carolina at Chapel Hill - Graduate Assistant**
Assisted in the organization and supervision of early field experiences in psychology of childhood courses. Provided direct supervision of field assignments and activities.
- **University of North Carolina at Chapel Hill - Doctoral Fellowship**
Worked with a renowned professor in school psychology providing research assistance in areas of assessment and peer tutoring.
- **East Baton Rouge Parish School System, Louisiana - Elementary School Teacher**

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Taught 2nd and 3rd grade combination classes and 4th grade Reading and Mathematics.

- **St. Charles Parish Schools - Norco, Louisiana - Elementary School Teacher**
Taught 4th Grade self-contained class.
- **New Castle County Schools, Newark, Delaware - Middle School Teacher**
Taught Mathematics, Chemistry and Physics

EDUCATIONAL TRAINING

Louisiana State University in Baton Rouge, Louisiana

Doctoral of Philosophy (May 2000)

Major: Vocational Education

Southern University in Baton Rouge, Louisiana

Matriculated in Doctoral Program (1986-1991)

Major: Special Education (Behavioral Disorders)

University of North Carolina at Chapel Hill

Matriculated in Doctoral Program

Major: School Psychology (1982-1984)

Master of Education (August 1981)

Major: Counseling

B.A. in Elementary Education (August 1977)

Minor: Mathematics

Lincoln University / Grambling State University

Grantsmanship Training (September 1991)

Sonoma State University

Critical Thinking (April 1991)