

Annette Crowder, M.S.

KEY ACCOMPLISHMENTS

- Gained federal funding to administer and execute pre-collegiate program focused on college preparation through four grant cycles.
- Developed in-depth recruitment and marketing plans for short-term and long-term enrollment.
- Implemented training workshops for TRIO professional personnel at regional and national conferences.
- Implemented CRM software solutions for effective recruitment management.

EXPERTISE AND SKILLS

- Student Professional Development
- Program Development / Management
- Community-Based Resource Management
- Project Management
- Strategic Planning and Execution
- Community Relations
- Grant Writing
- Teaching/Mentoring
- Diversity Training
- Student Services

PROFESSIONAL EXPERIENCE

Manager of Student Transportation

Omaha Public Schools, Omaha, NE

2017 to Present

Primary duties include managing day-to-day supervision and managerial support for the Division of Student Transportation. Oversees, directs and coordinates the activities of the district's bus operations aligned with the District's Strategic goals.

- Manages a team of four (4) units, Operations, Routing & Technology with three (3) senior level staff and several (6) supervisors.
- Develops and recommends improvements in workflows and business processes to improve efficiencies and customer service.
- Prepares Division KPI and other special project reports as required.
- Liaison with OPS Schools and Departments involving transportation.
- Ensures compliance with legal and reporting requirements regarding transportation.

Higher Education Consultant

Freelance Consulting

2017 to Present

Provides consulting services to assist college bound students in achieving acceptance into the college of their choice through transcript review, goal setting and developing postsecondary prospect strategies.

- Developed innovative program to educate parents and students in college preparation and readiness
- Provides guidance for scholarship applications consisting of scholarship search, essay review and academic resume building.
- Conducts workshops on goal setting, college prospecting, and advisement on high school academic and extracurricular choices
- Facilitates college preparatory presentations for community organizations.

Assistant Dean of Students

Lincoln University – Missouri, Jefferson City, MO

2016 to 2017

Primary duties included facilitating student participation in organizations. Providing leadership, supervision, planning, and assessment for student activities, including but not limited to, Student Government Association, Campus Activity Board, University Royal Court and over 65 student organizations.

- Managed a team of three (3) units, Student Activities, Student Health and Greek Affairs, seven (7) professional staff and several undergraduate student employees.
- Provided leadership supervision to reporting staff within the Office of Student Activities, to include evaluation of position and development of succession plans.
- Oversaw the development and administration of unit budgets, ensuring that expenses are consistent with the priorities reflected in the Division's strategic initiatives.
- Actively engaged in an open dialogue with faculty, parents, executive level administration, and others on matters related to the welfare of students.
- Oversaw student programming initiatives, organization and leadership development, risk management, and adherence to University policy and procedures in a self-governed, student-centered environment.
- Presided over design, implementation and evaluation of educational programs related student activities, student leadership and organizational development.
- Demonstrated strong supervisory, training and motivational skills with the ability to inspire staff to undertake challenging assignments in spite of varying resource and staffing allocations.
- Served on the Judicial Committee in response to student behavioral issues and other emergencies.

Director of Admissions & Recruitment

Lincoln University – Missouri, Jefferson City, MO

2012 to 2016

Joined university to streamline recruitment process, increase admissions/enrollment and support university enrollment management initiatives.

- Managed professional staff of six (6) Admissions Counselors and administrative support staff.
- Developed in-depth recruitment and marketing plans for short-term and long-term enrollment management goals.
- Redefined recruitment territories and forecasted student data trends.
- Served as Senior Lead of implementation of CRM software and scholarship selection software systems.
- Developed a correspondence system for prospective students.
- Assisted in proposal incentive to reduce tuition for non-Missouri high academic achievers residing in bordering states.
- Collaborated with school districts, counselors, churches and other community leaders in support of high school events, tours and community events.
- Collaborated with campus departments to ensure quality recruitment standards, improved relations and increased efficiency for the benefit of university students, staff, faculty and alumni.
- Supported the launch of Learning to Learn Academy program for first-generation college students, measure retention, graduation rates, and program impact.

Director of Upward Bound

Creighton University – Omaha, NE

2002 to 2011

Administered and managed federally grant funded TRIO program for First Generation college bound students as well as met objectives related to graduation rates and student success while streamlining recruitment process.

- Managed grant program, co-authored and administered \$500,000 in grant funding.
- Developed strategic collegiate preparation model for students and parents which included college admission, scholarship application and financial aid.
- Facilitated creation of Senior Seminar Preparation Program, Student Ambassador Leadership Program and established official student development programs.
- Directed comprehensive services to meet the needs of 125+ eligible students.

- Implemented training workshops for TRIO professional personnel at regional and national conferences and established solid business and community networks resulting in scholarship and internship opportunities for TRIO students.
- Managed four (4) departments associated with educational attainment of first generation, low income participants.
- Developed comprehensive college preparatory seminar model to educate graduating seniors and parents in the college admissions process.
- Initiated training facilitation for TRIO personnel to serve as model in preparing participant application for the Gates Millennium scholarship.

First Year Experience Instructor

University of Nebraska – Omaha, Omaha, NE

2000 to 2001

Worked closely with the University Seminar department in design and curriculum development to better align with the needs of undecided students.

- Developed coursework and learning styles for first year undecided students. Provided instruction to first year undecided students in transition to the academic community.
- Utilized various instructional methods, including face-to-face delivery and variety of learning styles assessment tools.
- Developed lesson plans covering topics in areas of time management, study and research skills, and overall university services.
- Provided academic and personal advising.

Multicultural Retention Specialist

University of Nebraska – Omaha, Omaha, NE

1998 to 2002

Established cooperative networks with internship programs, increased education and scholarship opportunities for students of color, and solidified partnerships with area corporations and the university.

- Coordinated Early Academic Monitoring system for first year students which established collaboration between department and university faculty.
- Developed and implemented programs and services to promote retention and graduation of students of color (Academic support, career advisement and professional development).
- Coordinated scholarship data through selection process and distribution specific to ethnic minority groups.
- Established networks between university, faculty, staff, administrators and community on issues of diversity.
- Coordinated M.A.S.T.E.R. Success First-Year Student Transition program and Summer Scholars Bridge program.

EDUCATION

Master of Science (Student Affairs/Higher Education)

University of Nebraska – Omaha, Omaha, NE

2003

Bachelor of Science (Urban Studies)

University of Nebraska – Omaha, Omaha, NE

1995

UNIVERSITY SERVICE

Lincoln University – Missouri

Jefferson City, MO

- Student Retention Committee
- Scholarship Committee, Chair
- Enrollment Management Committee
- Homecoming Alumni Committee
- University Strategic Planning Committee
- Academic Routine Committee
- Institutional and Assessment Committee
- Student Conduct Committee

Creighton University

Omaha, Omaha, NE

- NAACP College Chapter, Advisor
- Annual MLK Planning Committee
- Lambda Theta Nu, Sorority, Advisor

University of Nebraska – Omaha

Omaha, Omaha, NE

- Chancellors Commission on the Status of Women
- African American Student Organization
- Collegiate Section of the NCNW, Advisor
- Student Ambassadors, Advisor
- Creating Successful Students Committee
- African American/Latino Youth Conference

PROFESSIONAL AFFILIATIONS

- National Association of College Admissions Counselors (NACAC)
- Missouri Association of College Admissions Counselors, (MOACAC)
- Missouri Association Collegiate Registrars and Admissions Officers, (MACRAO)
- Missouri School Counselor Association, (MSA)
- Mid-America Educational Opportunity Programs, (MAEOPP)
- Missouri Kansas Nebraska Association (MO-KAN-NE)
- 2009 Women of the Year, National Coalition of 100 Black Women
- 2008 Dorothy I. Height Leadership Award Recipient, Omaha Section of NCNW
- National Association of Multicultural Counseling, (NAMC) 1999
- National Counseling Association, Member 1999
- National Association for College Admission Counselors (NACAC)
- Great Plains Association for College Admission Counselors (GPACAC)
- Omicron Delta Kappa, Member
- Order of Omega Inter-fraternal Society, Member

COMMUNITY AFFILIATIONS

- Lincoln University Quarterback Club
- Jefferson City Chapter of the Lions Club International
- Jefferson City Chamber of Commerce
- Omaha National Pan-Hellenic Council, Vice President
- Omaha Section of the National Council of Negro Women
- Omaha Public Schools, Community Activities Committee
- Delta Sigma Theta Sorority, Inc., Omaha Alumnae Chapter,
- Delta Sigma Theta Sorority, Inc., Jefferson City Alumnae Chapter
- Urban League of Nebraska, Women's Guild
- Eastern Nebraska Community Action Program, Board of Directors
- Omaha Branch of the NAACP, Member
- Butler-Gast YMCA Board of Directors, Member

CAMPUS PRESENTATIONS

Effective Tools and Strategic Training for Alumni Recruitment

- *Presented at Lincoln University National Alumni Convention, 2013*

I Know Something Good About You!

- *Presented at Lincoln University Student Support Services Annual TRIO Awards Banquet, April 2012*

Lincoln University SHE-RO Women's Conference

- *Self-Esteem Session, Panelist, April 2012*

Lincoln University Alumni Association Scholarship Award Reception

- *Keynote Speaker, August 2012*
- The Art of Professional Etiquette
- *Presented to the Lincoln University Royal Court Developmental Workshop, September 2012*
- Be the Lead in the Pencil of Your Dreams
- *Keynote Speaker, Lincoln University Emerging Leaders Awards, April 2013*

PROFESSIONAL PRESENTATIONS

The Carrot, The Coffee or the Egg?

- *Presented at the Omaha Prince Hall Masons Annual Scholarship Awards, May 2011*

Preparing Upward Bound and Gear Up TRIO Students for the Gates Millennium Scholarship

- *Presented at the Annual MAEOPP Conference, Indianapolis, IN, 2010*
- *Presented at the Creighton University Presidents Luncheon, January 2008*
- *Presented at the Annual SAEOPP Conference, Atlanta, GA, February 2008*
- *Presented at Council for Opportunity in Education, Chicago, IL 2007*

TRIO Achievers in Unity,

- *Presented at the Mid-American Association of Educational Opportunity Programs Conference, 2006*

The Seven Principals of Kwanzaa

- *Presented at the "Metro Community College, 2005*

Your Professional Presence

- *Presented at the Human Relations Course, Omaha, NE 2004*

Learning2 Learn: Learning Styles,

- *Presented at the Latino Youth Conference, 2004*

College Prep 101, Upward Bound College Prep Workshop

- *Presented at the Creighton University, 2004*

How to Help my Senior Choose the Right College

- *Presented at the Upward Bound Parent Workshop, 2003*

Diverse Communication

- *Presented at the Business Communication Class (UNO), 2000*

Women in Administration

- *Presented at the "Students in Transition Conference, Orange County, CA, January 1999*

Study Skills for Students of Color

- *Presented at the "African American Youth Conference, UNO, November 2000*

College Prep 101

- *Presented at the University of Nebraska Summer Scholars Program, June 1999*

The Truth about You and TRIO

- *Presented at the Nebraska TRIO DAY, Lincoln Nebraska, February 2007*

Girl Put Your Records On!

- *Presented at the Omaha NCNW Annual Harambee Breakfast, September 2006*

Parents: The Heart of Letting Go

- *Presented at the Omaha Public Schools African American Achievement Awards, February 2004*