

Delana Gregg

Qualifications Summary

Thirteen years of experience in education and university classrooms, overseas and in the U.S. Passion for civic engagement and student development in higher education. Dedicated to supporting honors students' success through advising and mentoring at UMBC. Exceptional organizational and communication skills.

Education and Credentials

University of Maryland, Baltimore County (UMBC), Baltimore, MD

Currently pursuing PhD in Language, Literacy and Culture

Master of Arts, Instructional Systems Development

Graduated: May 2004, GPA: 4.0

Certificates: Instructional Systems Design and Web-Based/Computer-Based Training

Southern Illinois University at Carbondale, Carbondale, IL

Bachelor of Arts, English

Graduated: December 1999, GPA: 4.0

Certificate: Illinois State Secondary Teaching Certification

Professional Experience

Academic Advisor, Adjunct Faculty, 2013-present

Honors College, University of Maryland, Baltimore County (UMBC)

Associate Director, Shriver Center Peacemaker, and Adjunct Faculty, 2002-2013

Sondheim Public Affairs Scholars Program, University of Maryland, Baltimore County (UMBC)

Teacher Trainer and English as a Foreign Language Teacher, 2000-2002

Peace Corps Volunteer, Lithuania

Communication Skills

- Advising and mentoring 60 Sondheim Scholars on academics, program requirements, career preparation, and personal issues while maintaining and reporting on student progress to Program Director
- Networking with 100+ Sondheim Scholars alumni to maintain program community, creating an annual online update of alumni careers and personal connections
- Promoting the Sondheim Scholars Program at UMBC Admissions events, on recruitment visits to high schools and teacher conferences and presenting at state-level high school student events
- Writing all Sondheim Scholars Program marketing materials and online communication with prospective and current students

Program Development Skills

- Collaboratively developing UMBC's BreakingGround Initiative, a campus-wide approach to community engagement, supporting curricular and co-curricular opportunities to provide students experiences as agents of social change
- Establishing and monitoring Sondheim Scholars' service learning placements with Baltimore community organizations, in coordination with UMBC's Shriver Center
- Building connections for student internship placements in non-profits, government and schools
- Working with campus departments to facilitate students' achievement, including the Registrar, Academic Advising, Career Services, Financial Aid and Scholarships, and the Office of Undergraduate Education

Technical Skills

- Created and administering online MyUMBC community for Public Affairs Program, disseminating information on academic, internship, and job-related opportunities

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- Developed and maintaining databases to track prospective applicants, current students and alumni, generating evaluations and reports on program outcomes
- Worked with programmers to create and maintain new program website, highlighting program accomplishments and marketing opportunities to potential students, donors, and the UMBC community
- Proficient with Peoplesoft SA, HR, and Finance modules, REX reports, web design, Dreamweaver, Flash, Fireworks, Adobe Photoshop, Microsoft Office Programs, Wordpress

Teaching Skills

- Co-teaching English 100 composition course and public affairs honors seminar for 15 freshmen Sondheim Scholars, including blog assignments, digital stories and facilitating group reflection on service learning
- Tutoring Sondheim Scholars on individual writing projects, guiding research, planning, and revision processes for essays, resumes, cover letters, graduate school personal statements and prestigious scholarship applications
- Co-teaching social entrepreneurship course, guiding 30 UMBC students to develop and implement social change projects in the community, supported through \$16,000 Kauffman Foundation Innovation grant
- Teaching an Introduction to Honors University student success seminar, building skills in studying, time management, exam preparation and writing

Leadership Experience

Baltimore Resettlement Center and Our Lady of Victory Church, 2011-2012

- Developed new English as Second Language course in community for 30 Burmese refugee adults, including teaching, curriculum development, recruitment of additional teachers from UMBC graduate students, building community connections and sustainable planning for the program

UMBC Professional Staff President, Senator, 2005-2009, 2012-present

- Worked with campus administration and faculty leaders to advance UMBC through the Planning and Leadership Team, University Steering Committee, Retention Committee, Undergraduate Council and Staff Development Committee

UMBC President's Commission for Women, Co-chair, 2007-2010

- Organized Women's Leadership Summit to build skills and collaboration among women at UMBC
- Assessed needs of campus women through Community Meeting on Women's Issues and qualitative interviews with campus student, staff, and faculty leaders
- Created the Women's Mentoring Guide, a resource list for women faculty, staff and students on UMBC mentoring opportunities

UMBC Women's Center Advisory Board, 2006-present

- Led committee work on campus safety for women, history of Women's Center for 20th anniversary, and helped create multi-year strategic plan for Women's Center

Awards

UMBC President's Commission for Women Achievement Award, 2012

- Awarded for exemplary service, leadership and advocacy for women's issues

UMBC Jakubik Family Endowment Professional Staff Award, 2008

- Honored for positive staff contribution toward the success of students and significant contribution to UMBC