**KICIA SEARS**

473 Stafford Avenue

Syracuse, NY 13206

917-916-7665 | kksears@syr.edu

**SUMMARY OF SKILLS**

**WRITING & RESEARCH**

* Writing and editing across multiple channels including news and communications materials, research reports, program evaluations, and website content
* Planning, researching, and writing a variety of internal organizational documents including case studies of major funding partners, an organizational history, chapters for collection on veterans’ employment issues, and research project sketches
* Planning and implementing internal grant-seeking project management tool
* Skilled in multiple genres of writing including: public policy documents, professional writing, media communications, journalism, research reports, and literary analysis.
* Writing instructor for five years at Syracuse University and Le Moyne College
* Writing consultant to graduate and undergraduate students in media and public relations at the S.I. Newhouse School of Communication
* Completed Master’s degree in English Literature, which included writing and defending a dossier of three papers on race, post-colonialism, and gender and sexuality
* Sports journalist for SNY network blog The Juice Online covering Syracuse Men’s Basketball
* Author of long-form articles published in nationally circulated United Autograph Collector’s Club Magazine *The Pen & Quill*
* Reviewed independent and foreign films for *Week in Rewind* movie review blog

**PROGRAM DESIGN & EVALUATION**

* Consulted for the Syracuse Veterans Legal Clinic, resulting in an impact analysis, data management tools and recommendations, and multiple documents including outreach tools, investor packets, and internal standard procedure manuals
* Designed an evaluation system for the Syracuse Community Drug Treatment Court
* Devised a residence-based scholarship program modeled after the popular *Say Yes To Education* program for high school students in the Albany city school district for an education policy course
* Researched and recommended ways that Pittsburgh, PA could improve diversity by conducting GIS analysis of neighborhoods in R
* Designed writing department course inquiries for professional writing, critical research writing, and academic writing

**POLICY EVALUATION**

* Created an organizational portfolio of *The Sentencing Project* that included conducting a financial health analysis on nine key indicators and developing a value proposition, results-based accountability model, and logic model
* Conducted a quantitative analysis of data on incarceration rates in the United States to examine possible causal forces
* Examined the effect that neighborhood has on educational outcomes through focusing on the national Moving-To-Opportunity program

**MANAGEMENT, LEADERSHIP, AND SUPERVISION**

* Chair of Maxwell’s Community Service Committee, which involves coordination and supervision of three donation drives (Food Bank of Syracuse, North Side Community Center, Syracuse Women’s Shelter), three fundraisers (Maxwell CSC, McMahon-Ryan Child Advocacy Center, Samaritan Center) and a major volunteer event with Syracuse Grows
* Taught independent writing department courses for 5 years, including Professional Writing, Critical Research Writing, and Academic Writing
* Created the English Department Community Service Organizer position and oversaw a donation drive (Van Duyn Elementary School) and a fundraiser (Boys and Girls Clubs of Syracuse)
* Panelist at Le Moyne College Upward Bound Leadership Conference, speaking to low-income students in the Syracuse City School District about college attendance, focus, and developing skills
* Coached ultimate Frisbee at youth and collegiate level

**CRIMINAL JUSTICE STUDIES & EXPERIENCE**

* Examined the history and practice of federal adjudicative criminal procedure, including: appellate procedure, plea bargaining, range of defendant’s constitutional rights, sentencing, and double jeopardy
* Provided academic and social support, for at-risk youth at Fowler High School
* Wrote paper discussing legal limitations of state Environmental Statutes regarding contact with dangerous wildlife
* Analyzed legal cases and documents with regard to administrative practices and constitutional law

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**EDUCATION**

**Syracuse University**

 **Maxwell School of Citizenship and Public Affairs**

 **Master of Public Administration June 2016**

* Research Interests: Criminal Justice Reform, Sentencing Reform, Drug Policy Reform, Recidivism Reduction
* Relevant Coursework: Criminal Procedures: Adjudicative, Public Administration & Law, Non-Profit Management, Urban Policy, Education Policy, Public Organization & Management, Microeconomics, Quantitative Methods, Statistics, Public Administration & Democracy, Budgeting.

**College of Arts and Sciences**

 **Master of Arts – English May 2013**

* Focus: Critical Race Studies, 20th Century American Literature, Film Studies

**Bachelor of Arts – English and Anthropology May 2008**

* Focus: Women’s & Gender Studies, Postcolonial Studies, Film Studies, Biological Anthropology, Skeletal Pathology

**RELEVANT EXPERIENCE**

**Research Program Manager**, Institute for Veterans and Military Families at Syracuse University2016-Current

**Photo Editor and Contributing Writer**, The Juice Online 2011-Current

**Adjunct Professor**, Department of Writing Studies, Rhetoric, and Composition at Syracuse University 2011-2016

**Writing Department Representative**, Adjuncts United 2015-2016

**Chair,** Community Service Committee, PAIA Maxwell 2014-2016

**Writing Consultant**, S.I. Newhouse School of Public Communications 2014

**Adjunct Professor**, Department of English, LeMoyne College 2013

**After School Consultant**- Center for Community Alternatives 2013-2014

**Writing Consultant**, Writing Center at Syracuse University 2012-2013

**Community Service**, Syracuse English Graduate Organization 2012-2013

**ADDITIONAL SKILLS**

**CONFLICT RESOLUTION**

* Represented the writing department on the Executive Committee of Adjuncts United, which involved mediating disputes, negotiating conditions for instructors, advising on issues brought to the Executive Committee and acting as a liaison between part-time instructors across campus and university departments and leadership
* Trained and certified peer mediator

**COURSE DEVELOPMENT**

* Created unit topic for professional writing course that asks students to engage with the community by designing a social enterprise initiative to ameliorate those suffering from poverty in the Syracuse, NY area.
* Composed Documentary Film inquiry for lower-and-upper-class composition and research classes including assignments and calendar structure
* Created sophomore-level honors composition class inquiry entitled “Comedy as Cultural Work”
* Developed sophomore-level composition class inquiry entitled “Engaging in Public Discourse via Media” for summer session
* Edited course for university college students entitled “The Discourse of Our World”
* Re-engineered sophomore-level composition class to create an inquiry entitled “Gender & Stand-Up Comedy”

**TECHNICAL SKILLS & CERTIFICATION**

* CITI certified in Social and Behavioral Research Ethics & Procedures
* Experience with: R Studio, SPSS, Microsoft Office Suite, Adobe Photoshop, Adobe InDesign, iMovie, both Microsoft and Apple Operating Systems, Wordpress, Canon Imaging products and software, Twitter, Facebook, Research
* Language Skills: Proficient in French, learning Spanish

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**ACADEMIC PAPERS, PRESENTATIONS, AND GROUP WORK**

“Program Evaluation: Syracuse Veterans Legal Clinic” with Emily Alber Chase and Margaret McLaughlin, Syracuse University, 2016.

“The Sentencing Project: Organizational Portfolio” Syracuse University, 2015.

“Tiny Tots Inc., Daycare Budget FY2016” Syracuse University, 2015.

“Program Evaluation Design: Syracuse Community Treatment Court” with Rochelle Cummings, Sean Hood, and Jake Thorsten. Syracuse University, 2015.

“Incarceration Rates in the United States: A preliminary investigation of causal forces” Syracuse University, 2015.

“Legal Implications: Tiger Selfies” Syracuse University, 2015.

“Does Neighborhood Affect Educational Outcomes?: A study of the ‘Move to Opportunity’ Program. Syracuse University, 2014.

“The Albany Excel Scholarship Program” with Alexandra BetGeorge and Courtney Adrian. Syracuse University, 2014.

“Black Transnational Imaginary: Colonial Violence & The United States in Lorraine Hansberry’s *Les Blancs”* Syracuse University, English Department Master’s Dossier, 2013.

“Dump Culture: The ‘Trashing’ of the White Trash Woman in Tillie Olsen’s *Yonnondio*” Syracuse University, English Department Master’s Dossier, 2013.

“Snowe-mosexual: Opaque Language & Female Same-Sex Relationships in Charlotte Brontë’s *Villette*” Syracuse University, English Department Master’s Dossier, 2013.

**PUBLICATIONS**

“Could Energy, Effort, Really Be Difference in Syracuse’s Last Two Games?” Wesley Cheng, ed. The Juice Online 09 Jan 2017. <http://bit.ly/2mt74Wx>

“Taurean Thompson, Wanting More, Gives Syracuse Hope” Wesley Cheng, ed. The Juice Online 29 Dec 2016. <http://bit.ly/2lZFjHu>

“Tyler Lydon Shines, Even If Syracuse Basketball Does Not” Wesley Cheng, ed. The Juice Online 19 Dec 2016. <http://bit.ly/2lUXpdj>

“Syracuse’s Dajuan Coleman Credits Practice, Opportunity for Career High” Wesley Cheng, ed. The Juice Online 05 Dec 2016. <http://bit.ly/2lZwAFu>

“Gbinije’s Big Shot, Steady Presence Key for Syracuse in Win Over Virginia Tech” Wesley Cheng, ed. The Juice Online 04 Feb 2016. <http://bit.ly/1R4bFLs>

“Chinoso Obokoh Displays Offensive Abilities as Syracuse Defeats Montana State” Wesley Cheng, ed. The Juice Online 23 Dec 2015. <http://bit.ly/1R1TrEg>

“Tyler Lydon Tantalizes as Syracuse moves to 2-0” Wesley Cheng, ed. The Juice Online 18 Nov 2015. <http://bit.ly/1pc83Ls>

“Kaleb Joseph Provides Spark off Bench in New Role for Syracuse” Wesley Cheng, ed. The Juice Online 8 Nov 2015. <http://bit.ly/1NFZh0W>

“Why Syracuse’s Post-Season Ban Doesn’t Affect Rakeem Christmas’ NBA Draft Stock” Wesley Cheng, ed. The Juice Online 13 Feb 2015 <http://bit.ly/1Gvxux8>

“Syracuse Women’s Basketball Roar Past Pittsburgh Panthers” Wesley Cheng, ed. The Juice Online

16 Feb 2013 <http://bit.ly/XR0yYi>

“Syracuse Women Roll Over Providence” Wesley Cheng, ed. The Juice Online

2 Feb 2013 <http://bit.ly/12k6e0m>

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**PUBLICATIONS, CON’T**

“Anthony’s Potential Trade in the Eyes of a Nuggets fan” Wesley Cheng, ed. The Juice Online

20 Feb 2011 <http://bit.ly/g7D6ni>

“Chaplin.” *The Pen & Quill.*  Mark Allen Baker, ed. United Autograph Collectors Club: Winter 2009, 35-40.

“Strand Book Store.” *The Pen & Quill.* Mark Allen Baker, ed. United Autograph Collectors Club: November-December 2008 44-46.

Week In Rewind: Christopher Smith, ed.

* *Bronson:* <http://bit.ly/XDMA8j>
* *Greenberg* : <http://bit.ly/ZfUv2e>
* *More Than A Game:* <http://bit.ly/15inxio>
* Other Reviews can be found at: <http://bit.ly/YdfjAL>

**INTERESTS & ACTIVITIES**

Sports and portrait photography for The Juice Online and Whitman Photography

Ultimate Frisbee- Placed 15th at the 2008 Women’s Club Nationals Tournament in Sarasota, FL

Biological Anthropology Field School- Butrinti, Albania 2006