

KICIA SEARS
227 Marsh Drive
Syracuse, NY 13214
917-916-7665 | kksears@syr.edu

SUMMARY OF SKILLS

PROGRAM EVALUATION & DESIGN

- Creates and maintains data visualization dashboard in SAS-VA for Boots 2 Business program; includes determining measures of success, methods of viewing data, and reporting strategies.
- Writes and distributes evaluation tools in Qualtrics for various entrepreneurship programs and conferences (EBV/EBV-F, V-WISE, Ignite, Veteran EDGE), working with program managers to meet their reporting needs.
- Presented and distributed outward-facing interactive reports regarding program quality to stakeholders at specific program host locations for Entrepreneurship Bootcamp for Veterans with Disabilities installments
- Designs and maintains student management dashboard in SAS-VA. Works with program managers to determine best ways to use visualization software to meet management needs.
- Generated and implemented four evaluation tools to measure quality of multiple aspects of Veteran EDGE conference.
- Designed and presented Student Development Program model for IVMF graduate and undergraduate students
- 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 Studio
- Created writing department course inquiries for professional writing, critical research writing, and academic writing

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

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

- Project managing research effort on military spouse employment with partner and funder Prudential
- Supports and trains graduate and undergraduate students across research and evaluation projects
- 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, and Critical Research Writing
- Created the English Department Community Service Organizer position and oversaw donation drives and fundraisers
- Panelist at Le Moyne College Upward Bound Leadership Conference, speaking to low-income students in the Syracuse City School District

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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
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RELEVANT EXPERIENCE

Research Program Manager , Institute for Veterans and Military Families at Syracuse University	2016-Current
Mitigation Specialist , Center for Community Alternatives	2017-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 negative outcomes or create opportunities for 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: SAS Visual Analytics, Qualtrics, 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 databases
- 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 *Yonnonidio*” 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.
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PUBLICATIONS

- “Braedon Bayer becomes an unlikely hero for Syracuse basketball” Wesley Cheng, ed. *The Juice Online* 13 Feb 2018. <https://bit.ly/2q79tcW>
- “Geno Thorpe plays Syracuse’s elder statesman in final college season” Wesley Cheng, ed. *The Juice Online* 20 Nov 2017. <https://bit.ly/2BaD1Oo>
- “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>

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PUBLICATIONS, CON'T

“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>

“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