

ROBERT CHOQUETTE

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EDUCATION

M. U. P., Urban and Regional Planning, University of Oregon, 1991
Secondary Teacher Certification, Social Studies, University of Oregon, 1985
B. S., History, University of Oregon, 1982

ACADEMIC HONORS AND AWARDS

Teacher of the Year (twice), School of Planning, Public Policy and Management, University of Oregon
Outstanding Faculty Award, Office of Multicultural Affairs, University of Oregon
Conference Travel Award, Office of Research Services and Administration, University of Oregon
Selected for Aspiring Leaders Program, Lane Community College

TEACHING EXPERIENCE

Instructor, School of Planning, Public Policy & Management, University of Oregon (1991-present).

Assessed student needs, developed curriculum and taught graduate and undergraduate classes. Provided advanced computer training for new student orientation. Led a student group that met to improve public speaking and presentation skills. Created and chaired Diversity Committee. Selected by department chair to head newly-formed Professional Development Committee, tasked with investigating and capitalizing on local and international career development opportunities. Provided technology support for PPPM Department.

Instructor, Computer Information Technology Department, Lane Community College (2002-03).

Provided classroom instruction on campus and at satellite locations:

- CIS 131—Introduction to Computer Information Processing (4 credits)
- CIS 140S—Operating Environments (1 credit)
- CIS 120—Concepts of Computing (4 credits)

Instructor, Continuing Education, Lane Community College (1994-2013). Developed curriculum and taught Grant and Proposal Writing every term

Classroom Teacher, School District 4-J, Eugene, Oregon. Four years of experience providing classroom instruction in social studies across grades 6-12.

COURSES TAUGHT AT THE UNIVERSITY OF OREGON

2015-19	PPPM 494—Practice of Leadership and Change (4 credits)
2015-	PPPM 201—Introduction to Public Policy (4 credits)
2013-	PPPM 608/623—Professional Development (1credit)
2009-18	PPPM 480—Nonprofit Management (4 credits)
2009-	PPPM 280—Introduction to the Nonprofit Sector (4 credits)
2001-04, 2010-	PPPM 634, 426/526—Strategic Planning (4 credits)
1999-2002, 10-	PPPM 622, 425/525—Project Management (4 credits)

1998-	PPPM 422/522—Grant Writing (1 credit)
2002-03	PPPM 607—Planning and Public Policy Communications (2 credits)
2002-03	PPPM 405—Senior Paper / Thesis (2 terms - 9 credits)
2000-06	PPPM 610—Planning Analysis Lab (1 credit)
1999-2003	PPPM 630—Computers in Planning and Public Policy (3 credits)
1999-2000	PPPM 410/510—Advanced Grant Writing (4 credits)
1998-2001	PPPM 608—Community Planning Workshop (5 credits)
1998-2002	PPPM 410/510—Introduction to Spreadsheet Analysis (1 credit)
1998	PPPM 410/510—Citizen Involvement (4 credits)
1998-2002	PPPM 410/510—Advanced Spreadsheet Analysis (1 credit)
1997-2002	PPPM 410/510—Introduction to Report Production (1 credit)
1997-2002	PPPM 410/510—Advanced Report Production (1 credit)
1997-2002	PPPM 410/510—Introduction to Presentation Graphics (1 credit)
1997-2002	PPPM 410/510—Microsoft Office Integration (1 credit)
1996-2002	PPPM 410/510—Introduction to the Internet (1 credit)

HIGHLIGHTS OF ACADEMIC AND OTHER PROFESSIONAL EXPERIENCE

Graduate Program Coordinator, School of Planning, Public Policy and Management, University of Oregon, Eugene, Oregon (2014-). Support potential graduate students through initial interest in our graduate programs through acceptance and graduation.

- Meet with visiting prospective graduate students
- Track, correspond with and support inquiries and applicants for three graduate programs and certificate program
- Help coordinate GTF and scholarship offers
- Coordinate graduate open houses
- Develop resources for applicants
- Review and update brochures and their distribution
- Review, update and maintain web pages
- Coordinate outreach efforts to attract program applicants

Program Manager, Sustainable City Year Program, Sustainable Cities Initiative, University of Oregon, Eugene, Oregon (2012-14). Direct the Sustainable City Year program which partners with a different Oregon community, harnessing 500+ students across 10+ disciplines, to give 60,000+ hours of work addressing sustainability issues and projects.

- Developed and maintained relations with Oregon cities
- Coordinated the application and selection process for SCYP partner cities
- Recruited faculty to participate in SCYP, matching courses throughout the university and at other OUS institutions with projects proposed by the partner city
- Served as the main point of contact for the SCYP partner city and for the professors involved in the program. Ensured that faculty, students, and city staff has the information and resources they need for a successful SCYP partnership. Arrange meetings and develop scope of work documents for each SCYP course
- Recruited and worked closely with student employees from SCYP courses who prepare and compile reports as part of the SCYP projects
- Edited and formatted SCYP reports for submission to the city, along with handling communication regarding SCYP contracts

- Supervised SCY student staff (may include a Graduate Teaching Fellow and other hourly or volunteer student workers)
- Gave presentations about SCYP to organizations in the partner city, potential partner cities, legislators, academic classes, and conferences

Director, Project SHIFT (Shaping Inclusion through Foundational Transformation), Disability Resources, Lane Community College, Eugene, Oregon (2009-2011). SHIFT engages disability services professionals at 26 colleges and universities across the US in adopting a social model of service delivery for students with disabilities, and implementing universal design for instruction.

- Supervised all project activities including program planning, participant tracking, evaluation, and reporting
- Hired, trained, supervised and evaluate project staff
- Planned yearly one-week Summer Institute conference for 30-50 participants and staff from across US
- Developed application system for selecting SHIFT participants
- Provided technical assistance to participants using web conferencing software
- Assessed and monitored participants' progress in implementing new techniques to use in working with students with disabilities
- Facilitated meetings with staff, participants, students, college administrators, national colleagues
- Knowledgeable in social model of disabilities and universal design for instruction
- Managed three-year, \$1.05 million Federal grant, including budget management and grant compliance

Assistant Director, Community Planning Workshop, University of Oregon (1991-2001). Experiential learning program in PPPM Department. Led student teams in projects based in communities across Oregon through the complete project management lifecycle. Promoted to assistant director, responsible for client contact, program promotion and contract negotiation.

- Marketed program to potential new clients, managed relationships with clients
- Project manager and mentor for 150 students on over 40 projects
- Organized and facilitated focus groups, community surveys and meetings
- Coordinated group presentations of research findings
- Coordinated search committees and hired and trained support staff
- Managed organizational budget in excess of \$1 million per year

Acting Director, University of Oregon Survey Research Laboratory (2003-2005). Resource for faculty and students involved in survey-related research, specializing in telephone surveys. Operated a 24-station call center, utilized Computer-assisted Telephone Interviewing (CATI) software. Responsibilities included organizational leadership, project management, strategic planning, program development and training, fiscal and administrative oversight, client recruitment, management of multiple research projects, and personnel management.

- Marketed our research services to potential clients, managed relationships with clients
- Principal investigator overseeing work of five project managers
- Wrote proposals in response to RFPs, and conducted contract negotiations
- Developed research design, survey instrument, sampling frame, data collection and reduction, analysis, interpretation and final reporting

- Supervised and trained call center staff, project managers and IT support: 50-90 full- and part-time employees
- Managed multiple, complex projects on time and within budget
- Diagnosed problems and developed proactive strategies to address future issues
- Conducted training and professional development for staff
- Managed \$1 million yearly budget

Director, Professional Development Services, International Society for Technology in Education, Eugene, Oregon (2006-2008). Responsible for promoting and managing the delivery of professional development services in school, districts, and state agencies across the US and internationally to integrate technology in the K-12 classroom.

- Evaluated and selected appropriate applications to facilitate online learning, including learning management systems and web conferencing software
- Marketed professional development services to schools, districts, and states nationwide. We focused on enhancing the use of technology for teachers, technology coordinators, and school administrators
- Oversaw the work of five project managers and 30 consultants from across the US
- Promoted ISTE initiatives and programs to potential new clients at schools across US, and managed client relationships
- Developed, designed and delivered webinar series that generated \$100,000 in revenue
- Planned high-quality educational programs based on expertise in the areas of K-12 education, and developed models for program delivery through online, face-to-face and mentor-supported learning
- Built and sustained collaborations with nonprofit educational organizations, foundations, schools, government agencies, universities, and multinational corporations
- Administered a Graduate Certificate in Administration and Supervision through a partnership with Johns Hopkins University
- Managed committees across the US that developed content for multiple conference sessions at the National Educational Computing Conference (NECC)
- Managed \$3.75 million yearly budget, including ~\$2 million a year in grant funding

Professional Trainer, Business and Industry Services, Lane Community College (1994-2003).

Developed and conducted Project Management Certificate Program for businesses and individual students. Also provided on-site trainings in project management, and all Microsoft Office computer applications, at local businesses, such as:

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| ▪ PacificSource | ▪ Monaco Coach | ▪ Hynix |
| ▪ Invitrogen | ▪ Marathon | ▪ EWEB |
| ▪ Sony | ▪ Papé Group | ▪ AT&T |
| ▪ Symantec | ▪ US Forest Service | ▪ City of Springfield |
| ▪ Weyerhaeuser | ▪ Centennial Bank | ▪ SUB |

Training Director, Resource Assistance to Rural Environments Program, University of Oregon (1994-2001). Assessed training needs and developed, coordinated, and conducted training and orientation for AmeriCorps members in rural areas across Oregon. Event planning included housing, food and recognition banquet for 30 participants. Developed curriculum and provided monthly follow-up training sessions. Provided mentoring and individual technical assistance to participants throughout rural Oregon. Evaluated and purchased computers for statewide program.

PROFESSIONAL AFFILIATIONS

Association of Higher Education and Disability
Project Management Institute
American Association of Public Opinion Research
American Planning Association
National Council of University Research Administrators
International Society for Technology in Education

COMMUNITY SERVICE

Steering Committee, Financial Stability Partnership, United Way of Lane County
Mentor, Opportunity Conference, United Way of Lane County
Grant Writer, Centro LatinoAmericano, Eugene, Oregon
Grant Writing Consultant, Veteran's Memorial Wall Committee, Florence, Oregon
Newsletter Editor, West Coast Dog and Cat Rescue