

WAZIR JEFFERSON
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Dear Search Committee,

With my strong academic credentials in Human and Organizational Studies, Educational Leadership and Policy/Higher Education Administration, as well as exposure to learning communities and advising diverse groups of students, I am eager to apply my experience as the Director of Black Student Services at Loyola Marymount University.

At the University of Utah, I was appointed to serve as the first Coordinator of Diversity Education at Housing and Residential Education (HRE) and implemented unique strategies to incorporate dialogue amongst diverse students while strengthening the presence of underrepresented populations. It was through on-going advising and sensitivity to students' needs that strengthened community life. My life's work and calling found me. My career has been devoted to developing and implementing extensive knowledge of intergroup relations and intercultural maturity theories, student development and multicultural education programs and practices. My administrative philosophies and approach to diversity education are deeply rooted in the belief that institutions of education must be holistically committed to the community. My approach to student development is committed to educating the entire student. I developed, taught, and facilitated courses, "Dialogue and Diversity through Group Process" and "Diversity and Social Justice" with masters students in the College of Social Work where participants engaged in self-reflective weekly group processes of understanding one's self in a social world. The weekly exercises and activities were designed to increase self awareness, understand the "target" and "agent" identities and provide opportunities to enhance practical application of their "in-class experiences" outside the classroom. This includes deliberate efforts to promote equity in programming; to create new knowledge through research; and to disseminate knowledge to students, faculty, and the public while being fiscally responsible and responding to the needs of the communities they serve.

In addition to my background experiences and further educational pursuits detailed in the attached resume, I offer:

- Demonstrated ability to create an environment for students and develop rapport and excellent working relationships
- Collaboration amongst various departments and administration of relevant and current issues that impact retention and matriculation
- Facilitation/Training experience and commitment to areas of social justice, education, and diversity by creating an environment where co-learning occurs
- Exceptional communication, interpersonal, public relations, team and consensus building, public speaking skills, and deliver pertinent theory and practice
- Substantial experience to enhance the experiential learning with thought provoking in-class exercises for students to replicate in their respective fields

I would be glad to explore how my skills and abilities fit for the goals and objectives as Director of Black Student Services at Loyola Marymount University. Should you have any questions, I can be reached at the number listed above. Thank you for your attention. I look forward to hearing from you.

Sincerely,

Wazir Jefferson

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WAZIR S. JEFFERSON

EDUCATION

University of Utah, Salt Lake City, UT

Doctor of Education - Educational Leadership & Policy (ELP) – *(revisions & edits remaining)*

Emphasis in higher education; focus of research (working title):

Changing The Way We Talk: Engaging in Dialogue Process; Hard Questions and Heart Answers- A Brotha's Reflection of Teaching Social Justice Education

George Washington University, Washington, DC

Master of Arts in Human Resource Development and Organizational Studies-2005

Emphasis in acquire skills and knowledge of leadership, group processes, adult learning, organizational diagnosis, and consulting strategies.

Temple University, Philadelphia, PA

Bachelor of Business Administration (B. B. A.) in Legal Studies and Human Resource Administration – 2003

WORK EXPERIENCE

Programs and Outreach Initiatives – Skidmore College (6/2012 – 10/2013)

Higher Education/Academic Opportunity Program (HEOP/AOP)

- Provide one-on-one academic support across curriculum and supplemental academic advisement
- Administer, design, and implement six week Summer Academic Institute under direction of Academic and Administrative, Co-Director
- Assist with the admissions, recruitment, reading of application of incoming first year students
- Academic and personal progress of students
- Designing and implementing social and academic programming for high academic achievement

Educational Leadership and Policy – University of Utah

Student Activities Co-Chairperson (2009-2010)

- Created reports towards the retention, promotion, and tenure processes of faculty
- Organized events for students to gather and network outside of the University

Research Assistant (8/2009-5/2012)

- Conduct independent research as assigned by various faculty members in the Department of Educational Leadership and Policy

Associated Students of the University of Utah (ASUU) Student Government

Director of Special Projects (2011-2012) (one-year appointment)

- Planned, Organized and Collaborated with various campus entities to invite guest speakers for campus-wide “Free Lunch and Learn Dialogue” programs
- Moderated, implemented and facilitated Dialogues:
 - You Mean There’s Race in My Movie?
(*guest presenter: Mr. Frederick Gooding, the Minority Reporter*)
 - Navigating With Purpose -
(*partnered with Center for Ethnic Student Affairs*)
 - Pride Week: Gender Expression & Sexual Orientation
(*partnered with Lesbian, Gay, Bisexual, Transgender Resource Center*)
 - Islamophobia
(*guest presenter: Mr. Amer Ahmed, University of Michigan*)
 - Four Corners Student Leader Training – Student Government –Executive Cabinet
- Developed resourceful partnerships with various campus-wide partners:
 - Women’s Resource Center;
 - Lesbian, Gay, Bisexual, Transgender, Resource Center;
 - Center for Ethnic Student Affairs; Office of Equity and Diversity;
 - Chartwells Food Services

College of Social Work – University of Utah

Adjunct Instructor

Classes Taught (8/2009 - 1/2012)

- Fall 2009, 2010, 2011: Dialogue and Diversity through Group Process
- Spring 2010 & 2011: Social Justice and Diversity
- Summer 2011 (independent-study) Self Reflection on Identities: Self Reflection On Identities through Dialogue on Diversity

Housing and Residential Education—University of Utah

Coordinator of Diversity Education (1/2006—6/2008)

- *Trained Facilitator for Diversity Dialogues*
 - Strengthened relationships with staff members to provide educational co-curricular initiatives and implement community curriculum through diversity dialogues
 - Collaborated with staff selection processes to ensure applications from candidates who will share and explore interactions among individuals with varying traditions, cultures, orientation, religious beliefs, economic backgrounds, and racial/ethnic origins

- Expanded relationships with students in the residence halls varying in difference of race, gender, ethnicity, ability, and social class
- Generated a collaborative network with Diversity offices on campus and in the Greater Salt Lake City
- Supervised, trained, interviewed and selected undergraduate student staff leaders of Peer Diversity Dialogue Facilitators (PDDF)
- *Multicultural Committee Organizational Assessment, Chairperson*
 - Streamlined the Analysis of current assessment data of underrepresented students
 - Evaluated research, planning and development of departmental wide diversity training initiatives
 - Consolidated information on best practices in diversity programming and coordinated diversity education efforts

Assistant Residential Education Coordinator (2005)

- Served as supervisor to Resident Advisor (RAs) staff
 - Developed information for weekly meetings, tracking fulfillment of expectations, development of positive working relationships, assist in their skill and professional development.
- Coordinated and assisted with administrative processes and collateral projects: advising, in- services, marketing training, selection, departmental programming, and interviews
- Implemented University and Departmental policies
- Provided explanations to assure proper interpretation of policies to residents.

George Washington University (2003-2005)

Community Living and Learning Center

(CLLC) Community Facilitator (2004 – 2005)

- Provided explanations to assure proper interpretation of policies to residents
- Facilitated self-governing community of residence hall comprised of 80 sophomore students.
- Applied Community Standards Initiative to foster individual responsibility and community accountability
- Worked with residents to provide educational co-curricular initiatives and implement community curriculum.
- Served as a role model, provided guidance and support; promoted community through large-scale special activities.

Summer Assistant (2004)

- Performed routine inspections and rounds of conference rooms and reported problems/concerns.
- Communicated and enforced university policies and procedures among residents and conference participants.
- Oversaw transaction records, revenue collection, and registration of conference participants.
- Handled housekeeping, staffing, and security matters; logged calls and complaints, and filed reports.

Office of Student Financial Aid

Student Counselor (2003 - 2005)

- Organized, directed, and maintained the day to day operations of the Student Financial Aid Office
- Served as a parent-student liaison on a case by case basis
- Provided information regarding various types of financial aid available to students

Temple University (2000-2003) Office of University Housing

Off Campus Housing/Summer Conference Programs

Summer Conference Manager (2003)

- Oversaw and supervised five office assistants;
- Arranged schedules and duty rotations;
- Coordinated building schedules for TMARC program

Summer Assistant (2001, 2002)

- Served as liaison between conference assistants, main office, and conference guests
- Ensured maintenance of meeting rooms; performed inspections and rounds and reported problems/concerns.
- Communicated and enforced policies and procedures among residents and conference participants.
- Handled all housekeeping, staffing, and security matters; logged calls and complaints; filed reports.

Office of Assignments and Billing

Office Assistant

- Maintained confidential student records and arrangements; assisted with distribution of housing information.
- Utilized Residential Management System Access (RMS) and Integrated Student Information System (ISIS) databases
- Provided support to the Assistant Director of Assignments and Billing
- Provided telephone support; answered and directed calls.
- Analyzed issues to route students to correct staff member

MEMBERSHIPS AFFILIATIONS

University of Utah

College of Education (2005- 2009)

- Student Committee for faculty Retention, Promotion, & Tenure (RPT)
- Student representative for Student Diversity Action Task Force (SDATF)
- Co-facilitate workshops with Men of Color Testimonial Group
- Attended workshops, information sessions and events on increasing diversity awareness
- Participated in one-on-one discussions toward understanding equity with faculty, staff, and students
- Designed workshops to deconstruct colorblindness, examine definitions of multiculturalism in higher education

Black Graduate Student Association (BGSA)

- Founding Member (2009)
- President (2010-2011)
- Moderator and Facilitator- National Western Regional Conference – (2011)

George Washington University (2003-2005)

Black Graduate Student Association (BGSA) Vice President

- Organized closely with president to promote student community of African Americans

Graduate School of Education and Human Development (GSEHD)

- *President*, Human & Organizational Studies (HOS)
- Solicited the collaboration of Vice Presidents of Membership, Communication, and Marketing
- Organized hospitality events to welcome prospective students.

Member, Faculty Search Committee, David Schwandt, Ph.D., Chairman

- Served as student representative with responsibility for screen candidates files and judgment score cards.
- Participated in meetings to select candidates for campus interviews

Temple University (2000)

Judicial Board Chairman, Office of University Housing

- Conducted voting for board members; issued student fines, sanctions, and orders.

RESEARCH EXPERIENCE

- Temple University. *Ronald E. McNair* Post-Baccalaureate Achievement Program; Research Assistant to Dr. James Earl Davis', Faculty Mentor, *Black Masculinity: Stereotypes, Perceptions, and Assumptions in Higher Education.* findings indicated that the more studious and involved an African-American male was in his schoolwork and extra-curricular activities (non-sports related), the more he was perceived to be less masculine.

PRESENTATIONS

- National Black Graduate Student Association
 - ✓ Presenter: Dialogue & Diversity through Group Process: Toward Engaging Others in a Self Reflection Process – March 2010
 - ✓ Presenter: Safety versus Discomfort: Creating Dialogue with Diversity on Campus – March 2011
- National Association of Student Personnel Administrators (NASPA)
 - ✓ Co-Presenter: Purpose and Diversity: Engaging in Critical Dialogue on Campus – March 2011
 - ✓ Attendee – March 2012
- National Roundtable on Dialogue on Difficult Conversations
 - ✓ Attendee/Participant in Brainstorming how to advance the expansion of innovative approaches to teaching about cultural pluralism at the college level, with an emphasis on informed, respectful dialogue within a context of academic

freedom

- High School Conference- University of Utah
 - ✓ Co-Presenter and Dialogue/Workshop: *Am I My Brother's Keeper?* 150+ males of color – February 2011
- Graduate Student Research Fair – “*Challenging the Dominate Discourse of Organizational Leadership & Tinto's Model: Toward Understanding how students of Color Navigate through historically white serving institutions*”. University of Utah.
Salt Lake City, UT – 2008
- Commemoration of the 40th Anniversary of Martin Luther King's Death: *Did Dr. King Die in Vain?* Attendee - Marriott Hotel Downtown
Salt Lake City, UT- 2008
- National Institute on Intergroup Relations (IGR) “*Peer Diversity Dialogue Facilitator Program Housing and Residential Education at the University of Utah*”
University of Michigan. Ann Arbor, MI -2006, 2007
- National Conference on Race & Ethnicity (NCORE)
Attendee/Participant
San Francisco, CA - 2007
Orlando, FL – 2008
San Francisco – 2011
New Orleans – 2013
- Summer Conference Student Leader Training *Understanding Your Identity and Impact as a Summer Conference Staff Member on Guests*; University of Utah Guest House
Salt Lake City, UT – 2007
- Latinas StoryTelling Presents to U: Norma E. Cantu, La Fuerza De Las Mujeres. Attendee
University of Utah
Salt Lake City, UT –2007, 2008
- Black Student Union (BSU) High School Conference: *Student for a better Tomorrow: Utah's African Americans in Higher Education Presenter on campus resources* – University of Utah
Salt Lake City, UT-2006
- Center for Ethnic Student Affairs (CESA) Asian American Student Association High School Senior Day: *Opportunities for Living on Campus* – Presenter - University of Utah
Salt Lake City, UT- 2006
- Ronald McNair Post-Baccalaureate Research Program: *Experiences as Minority & First Generation Graduate Students*. Speaker Westminster College
Salt Lake City, UT- 2006, 2007, 2010
- Latina/o Educational Resource Day Parents & Students: *Live the Life, Live on Campus* Presenter

University of Utah
Salt Lake City, UT – 2006

- *State of Black Students at the University of Utah: Black Men & The College Experience*
Presenter/Facilitator - University of Utah
Salt Lake City, UT - 2005
- College, Career, & Financial Aid Seminar: *Establishing Priorities & facing Challenges*;
Co-Facilitated with Kurt A. Brown - Calvary Baptist Church
Salt Lake City, UT – 2005

SCHOLARSHIP- AWARDS-RECOGNITION

University of Utah

- Office of Equity and Diversity Award for Contributions in the Past Year (2012)
- Senator Pete Suazo Award for Education and Training (2011)
- Residence Hall Association (RHA) Distinguished Advisor of the Year (nominated) (2007)
- Advisor/Spotlight (2006)
- Advisor/Spotlight (2005)

George Washington University

- Walter R. McCollum Memorial Scholarship (2004)
- Vest Family Fellowship (2004)

Temple University

- Ronald McNair Distinguished Speaker Award, (2003)
- People First Human Resource Certificate (2003)
- Member/Mentor, Student Government Association/Community Service (2002)

CONTINUING EDUCATION

Utah Education Policy Center

- Graduate Volunteer. Aided in the organization of materials, educated participants concerning program events and assisted vendors for Policy Forum.-University of Utah
Salt Lake City, UT - 2007, 2008

THE IMPACT MOVEMENT CONFERENCE

- Seminars in Spirituality, Leadership, to develop leaders of African descent to become more spiritually focused, financially responsible and morally fit. Volunteer.
Washington, DC – 2004
Atlanta, GA – 2006
New Orleans – 2011

Stir Fry Seminars and Consulting

- Developed the art of creating safe and dynamic working environments
- Created work situations that encouraged relaxed sharing and curiosity about issues of diversity
- Maintained environments and relationships that are proactive rather than reactive
- Explored how past experiences impact our good intentions toward creating facilitated dialogue