

CHRISTOPHER A BURLEY

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CAREER PROFILE:

An optimistic and solutions oriented team-player seeking to support exceptional environmental literacy, climate equity, and community wellness.

Qualifications include:

- Dedicated to effective leadership, efficient management and collaborative teamwork
- Experienced volunteer supervisor and coordinator
- Ten years experience leveraging technology to create innovative solutions
- Excellent intercultural, interpersonal and professional communication skills
- Highly resourceful and adaptable in new and challenging situations

EDUCATION:

Master of Science in Management Candidate

SIT Graduate Institute, Brattleboro, VT

Coursework (completed: May 2007) includes: Leadership, Coalition & Community Building, Financial Management, Social Entrepreneurship, Strategic Planning & Management, Development Management: Project Design, Planning, Monitoring & Evaluation, Marketing, Theory and Practice of Mission Driven Organizations

Bachelor of Arts in Telecommunication, Information Studies & Media with a Spanish minor

Michigan State University, East Lansing, MI (2004)

Related course work: Design for Online Learning, Educational Psychology, Interface Design, C++ Programming I & II, Interactive Media Design, Spanish

Study Abroad – Latin American Studies

La Universidad de San Francisco de Quito, Quito, Ecuador (2003)

Achieved Conversational Fluency in Spanish / Tutored classmates in English language

EXPERIENCE:

Director of Organizational Development

MyFarm, San Francisco, CA (2008-2009)

- Designed and implemented triple-bottom-line accounting metrics for company steering
- Collaboratively created a strategic vision and organizational execution plan
- Created and lead human resources department and evaluation-based reward system
- Co-evolved cooperative governance model to support 23 person company

Leader & Technology Team Coordinator (Volunteer)

CouchSurfing International Inc (a Non-Profit Organization), Conway, NH (2006-2007)

- Created a new mission statement and three year strategic vision plan
- Designed and implemented organizational accountability standards
- Created a stable organizational, communications and operations foundation for technology team efforts in order to bring out the full potential of our technical volunteers
- Designed and applied instruments for community feedback to inform organizational decision making

EXPERIENCE CONTINUED:**Learning Technologies Developer**

UC San Francisco – Office of Educational Technology, San Francisco, CA (2005-2006)

- Leveraged modern web technologies to provide richer learning environments and facilitate deeper understanding of coursework
- Worked closely with professors and researchers to create and develop online learning modules for distance education
- Developed online documentation, help guides, training materials and provided support services for learning technologies help desk

Web Developer / Interaction Designer

Michigan State University, East Lansing, MI (2002-2005)

- Decreased support costs by developing easy to use interfaces
- Solved web goals by identifying purpose, developing solutions, and launching solutions
- Worked efficiently using teamwork, self motivation and time management
- Led several web projects by effectively managing peers
- Instituted new programming standards to improve efficiency

Web Usability Specialist

Usability & Accessibility Center, East Lansing, MI (2005-2005)

- Efficiently designed prototypes for information architecture testing
- Conducted and analyzed user experience focus groups

VOLUNTEER EXPERIENCE:

San Francisco Permaculture Guild (2009)

Provided support & leadership for urban permaculture projects and volunteer coordination

S.I.T. – Solidarity in Training Action Group (2008)

Organized and provided leadership for a campus-wide group advocating for improved educational quality, improved organizational governance and greater community solidarity
Created online presence, wiki-based collaborative environment and communication systems

Quito Eterno Foundation, Quito, Ecuador (2003)

Helped children and youth living on the street to receive adequate care and education
Engaged children's hands and minds through education while building a community garden

SKILLS:

Languages: English (Native) / Spanish fluency (six years coursework, one year immersion)

Software: (PC and Mac) OS X, Microsoft Windows 95, 98, NT, 2000, XP, 2003 Server, Vista, Open Office, Microsoft Office, Adobe Acrobat, Creative Suite, Dreamweaver, Flash

Software Languages: HTML/DHTML/XHTML/XML, CSS, ASP/MSSQL, PHP/MySQL, C++

Communication: Intercultural Communication, Non-Violent Communication Training, Creating Online Collaborative Environments, Web Design and Development (six years experience),

Web Portfolio: <http://portfolio.chrisburley.com>

REFERENCES:

Available upon request