

SARA E. MCCLELLAN

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EDUCATION

DOCTOR OF PHILOSOPHY IN COMMUNICATION

University of Colorado at Boulder – Organizational Communication. April 2012.

Dissertation Title: “Planning for a Postmodern Era: Storytelling, Public Participation, and the Limits of Ordinary Democracy.”

GRADUATE PROGRAM TEACHING CERTIFICATE

University of Colorado at Boulder. April 2011.

MASTER OF PUBLIC ADMINISTRATION

University of Southern California (USC) – Capstone Project: “The Facilitative Local Government: General Planning in an Age of Paradox.” Summer 2005.

CERTIFICATE IN ADVANCED FACILITATION SKILLS

Napa Valley College Criminal Justice Training Center/California Commission on Peace Officer Standards & Training. March 2007.

CERTIFICATE IN HUMAN RESOURCES

California State University, Sacramento/CPS Human Resource Services. Spring 2005.

BACHELOR OF ARTS IN LIBERAL STUDIES

California State University, Monterey Bay (CSUMB) – Summa Cum Laude. Capstone Project: “Strategic Planning Process for the Institute of Earth Systems Science & Policy at CSU Monterey Bay.” Spring 1998.

CABRILLO COLLEGE

Four semesters – Focus on Sociology and Spanish.

UNIVERSITY OF CALIFORNIA, SANTA CRUZ

Four quarters – Art major.

EMPLOYMENT EXPERIENCE

UNIVERSITY OF SOUTHERN CALIFORNIA—PRICE SCHOOL OF PUBLIC POLICY AND ANNENBERG SCHOOL OF COMMUNICATION

Adjunct Professor (*August 2011-Present*)

Teaching graduate coursework in the USC Master of Public Administration program and in the USC Annenberg Communication Management Program.

INDEPENDENT CONSULTING

Organizational Development and Communication Consultant (*March 2002-Present*)

Current work for the John Standish Consulting Group, LLC includes design and implementation of a review of the National Law Enforcement Challenge Program, focusing specifically on evaluation criteria, application protocol, and best practices. Current work for WestEd includes research on school district labor-management collaboration and assistance with the development and scaling up of implementation frameworks for new evidence-based interventions at schools sites. Previous consulting clients include Amador County Mental Health and Public Health Departments, Amador/Calaveras Child Care Resources, Amador County Hospice, Plumas-Sierra Rural Electric Cooperative, CSU Sacramento Education Department, GusHill Industries, and Calaveras First Five.

CASE FOR SUSTAINABILITY PROGRAM – UNIVERSITY OF COLORADO AT BOULDER

Assistant Director (*August 2010-May 2011*)

Planning and coordination of a new sustainability-oriented communication student internship and service program; program research and analysis; development of new organizational partnerships both on and off campus; development and expansion of sustainability-oriented internship and fellowship opportunities and outreach strategies; website maintenance; oversight of fellowship awards program; liaison between CASE program and department faculty and local business leaders; mentorship and oversight for student staff and volunteers; preparation of reports and recommendations for program directors and funders.

DEPARTMENT OF COMMUNICATION – UNIVERSITY OF COLORADO AT BOULDER

Graduate Part-Time Instructor (*August 2007-December 2010*)

Teaching (instructor of record) undergraduate coursework in the BA Communication program.

ST. HOPE PUBLIC CHARTER SCHOOLS – SACRAMENTO HIGH SCHOOL, SCHOOL OF THE ARTS

Grants and Community Partnerships Coordinator (*May 2006-November 2006*)

Development of new and expanded partnerships with community businesses and academic institutions; facilitation of positive relationships with existing community partners; coordination of student arts events; summer student advising and substitute teaching for college and career advisory classes; research, preparation, submission, and monitoring of grants aligned with school goals; and development of outreach materials.

AMADOR COUNTY ADMINISTRATIVE AGENCY

Deputy County Administrative Officer/Personnel Manager (*March 2003-August 2005*)

Management of the County Personnel Department; assistance to the County Administrative Officer (CAO) and Board of Supervisors with program development, public affairs, special projects, and grants. Personnel management functions included oversight of department responsible for relations with 450+ employees and 100+ volunteers and interns. Specific duties included improvements to employee recruitment methodology; development of new retention and succession planning strategies; coaching and training delivery for new managers; labor relations activities; development of new intern and volunteer programs; and disciplinary hearings. Labor relations responsibilities included facilitation of collective bargaining sessions, and the formation of labor recommendations for the CAO and Board of Supervisors. Helped to implement an integrative bargaining approach implemented by the County and the local SEIU Chapter.

AMADOR COUNTY HEALTH & HUMAN SERVICES

In-Home Supportive Services (IHSS) Coordinator (*March 2002-March 2003*)

Management and coordination of programmatic, administrative and budgetary activities of the Amador County IHSS Advisory Committee. Responsibilities included implementation and facilitation of new labor relations legislation designed to improve provider recruitment, training, and employment accountability measures for IHSS. Helped to facilitate positive working relations between consumers, government, non-profit, and for-profit service providers.

AMADOR COUNTY PROP 10/FIRST 5

Executive Director (*January 2000-March 2002*)

Coordination of the initial community assessment, strategic planning, and organizational and resource development activities for the Amador County Children & Families First (Prop 10) Commission. Specific responsibilities included role as liaison with State and other county commissions; implementation of legislation; oversight of planning activities; facilitation of regional forums; recruitment, training, and management of staff and volunteers; chairing of planning committees; data collection and evaluation; coordination of local media campaign; oversight of the Commission budget; preparation of RFP's, grants and reports; technical assistance to grantees; and presentations to community groups.

CSU MONTEREY BAY OFFICE OF THE PROVOST

Strategic Planning Analyst (*July 1999-December 1999*)

Facilitation of university-wide planning and policy discussions; development and presentation of planning protocol; coordination of planning retreats; development of systems for organizing, implementing and assessing cross-divisional planning activities to support student retention and success; and preparation of reports, presentations, and recommendations for internal and external stakeholders.

CSU MONTEREY BAY EARTH SYSTEMS SCIENCE & POLICY

Program Analyst (*September 1997-June 1999*)

Development and analysis of academic program policy; management of student advising services within the sciences; coordination of outreach and recruitment and student academic advising activities; and successful development of a science education grant program for at-risk-youth in partnership with regional school districts.

CSU MONTEREY BAY

California Faculty Association (CFA) Assistant (September 1996-August 1997)

Office establishment, development of information management and budget tracking systems, dissemination of information, and coordination of workshops for CSU Monterey Bay's CFA Chapter.

AT&T/CSU MONTEREY BAY SIGNATURE LEARNING PROJECT

Research Assistant (September 1997-June 1997)

Educational research and database design; project evaluation; workshop coordination; and technology instruction for K-5 teachers at the Fairmont School in San Francisco.

TEACHING/TRAINING EXPERIENCE

- 2012, Summer Adjunct Professor: Human Behavior in Public Organizations (USC PPD 545, Intensive)
- 2012, Summer Adjunct Professor: Human Behavior in Public Organizations (USC PPD 545, Online)
- 2012, Spring Adjunct Professor: Communicating Strategy and Change (USC Communication Mgmt. 508) (Online course with weekly live sessions)
- 2011, Dec. 10 Public Speaking Workshop Instructor: Argonaut High School—Jackson, CA (40 students)
- 2011, Fall Adjunct Professor: Human Behavior in Public Organizations (USC PPD 545)
- 2010, Fall Teaching Assistant: Communication Study: Science & Technology (CU Boulder COMM 4610)
- 2010, Spring Instructor: Organizational Communication (CU Boulder COMM 2600), 2 sections
- 2009, Fall Instructor: Organizational Communication (CU Boulder COMM 2600), 2 sections
- 2008, Fall Instructor: Campaigns & Revolutions (CU Boulder COMM 2360)
- 2008, Spring Instructor: Public Speaking (CU Boulder COMM 1300), 2 sections
- 2007, Fall Teaching Assistant: Public Speaking (CU Boulder COMM 1300), 2 sections
- 2006, Fall Sacramento High School Substitute Teacher
- 2004, Fall Employee Performance Evaluation Workshops for Amador County Managers (4 sessions)
- 2004, Spring Employee Recognition and Motivation Workshops for Amador County Managers (designed/delivered 2)
- 2001, Spring Facilitation Training Workshops (5) for public health and child-care agencies in Amador County
- 1997, Summer Technology Education Workshops (series of 3) for San Francisco Fairmont School K-5 teachers: AT&T/CSUMB Signature Learning Project

PUBLICATIONS

- Futernick, K., McClellan, S., & Vince, S. (2012). *Forward, together: Better schools through labor-management collaboration*. San Francisco, CA: WestEd.
- McClellan, S. E. (2012). Citrix Online: 5 Strategies for Designing and Delivering High-Quality Online Instruction [White paper]. Retrieved June 19, 2012 from <https://news.citrixonline.com/wp-content/uploads/2012/06/5-Strategies-for-Online-Learning.pdf>
- McClellan, S. E., & Gustafson, B. G. (2012). Communicating law enforcement professionalization: Social construction of standards. *Policing: An International Journal of Police Strategies & Management*, 35, 1, 104-123.
- McClellan, S. E., & Gustafson, B. G. (2011). [Review of the book *Micronesian blues: The adventures of an American cop in paradise*]. *International Criminal Justice Review*, 20, 1.
- McClellan, S. E., & Konieczka, S. (2011). Environmental communication and public participation. In K. Wehr (Ed.), *Green culture: An a-to-z guide* (pp. 137-142). Thousand Oaks, CA: Sage.

- Futernick, K., & McClellan, S. E. (2001). *A guide for collaborating teachers*. Sacramento, CA: California State University, Sacramento.
- McClellan, S. E. (2000). *Amador County community assessment 2000*. Jackson, CA: Amador County Voices for Families.
- Head, W., & McClellan, S. E. (1998). *Monterey Bay retention, tenure and promotion policy*. Seaside, CA: California State University Monterey Bay.

OTHER SCHOLARLY WORK

- McClellan, S. E., & Porter, A. (2010, November). *Present and accounted for, or accounting for presence: How communicative group practices engage absent participants*. Paper presented at the annual conference of the National Communication Association, San Francisco, CA.
- McClellan, S. E. (2010, October). Storytelling convening (panelist). Symposium conducted at the Community Planning & Storytelling meeting of the Orton Foundation, Denver, CO.
- McClellan, S. E., & Gustafson, B. G. (2010, April). *Raising the bar for law enforcement: The promises and pitfalls of professionalization*. Paper presented at the annual conference of the American Society for Public Administration, San Jose, CA.
- McClellan, S. E. (2009, November). *Communicating locally: Reconceptualizing local government communication and participation*. Paper presented at the annual conference of the National Communication Association, Chicago, IL.
- McClellan, S. E. (2008, February). *The struggle for the New Urban identity: Life politics or consumptive lifestyle?*. Paper presented at the annual conference of the Western States Communication Association, Tempe, AZ.

FUNDED GRANTS AND REQUESTS FOR PROPOSALS (RFP)

- 2006 "Science Stars Proposal" to Nike Jordan Fundamentals on behalf of Sacramento High School (\$2,500).
- 2002 RFP's for the Amador County First 5 Commission in the form of grants and mini-grants related to childcare, health education, family violence reduction, and early childhood education (\$300,000).
- 2002 "Child Abuse Prevention, Intervention and Treatment (CAPIT) and Community Based Family Resources & Support (CBFRS) Plan and Funding Proposal" on behalf of Amador County Public Health (\$88,000 each year for 3 years).
- 1999 "Science Center Proposal" to the Packard Foundation (Co-authored with Dr. William Head and Dr. Rick Kvittek) on behalf of CSU Monterey Bay Earth Systems Science & Policy - \$2.25 million).
- 1998 "Recruitment in Science Education (RISE) Planning Proposal" to the Berkshire Foundation/Bialek on behalf of CSU Monterey Bay Earth Systems Science & Policy (\$50,000).

HONORS, AWARDS, AND FELLOWSHIPS

- 2011 University of Colorado at Boulder, Communication Department Graduate Dissertation Fellowship
- 2008-2011 University of Colorado at Boulder, Communication Department Graduate Fellowship
- 2007 CSU Monterey Bay, Alumni Advocate of the Year
- 2004 USC School of Policy, Planning and Development Sacramento Center Director's Fellowship
- 2003 USC School of Policy, Planning and Development Sacramento Center Director's Fellowship
- 1998 President's Award Scholar/Valedictorian (Summa Cum Laude); CSU Monterey Bay

SERVICE

TEDxSACRAMENTO

Executive Board Member and Speaker Coach (*Present*)

SACRAMENTO ARTS & BUSINESS COUNCIL FLYWHEEL ARTS INCUBATOR (*Present*)

Organizational Development Coach

Providing organizational and human resources training sessions for new arts entrepreneurs and nonprofit managers.

POLICING: AN INTERNATIONAL JOURNAL OF POLICE STRATEGIES & MANAGEMENT

Peer Reviewer (*2010-Present*)

UNIVERSITY OF COLORADO AT BOULDER COMMUNICATION GRADUATE STUDENT ASSOCIATION **Co-President** (*2008-2009*)

Represented graduate student interests, coordinated service events and supported professional development opportunities.

WESTERN STATES COMMUNICATION ASSOCIATION/UNIVERSITY OF COLORADO AT BOULDER **GRADUATE STUDENT SERVICE EVENT**

Planning Committee Member (*February 2008*)

Worked to help plan and implement a professional development panel for graduate students.

CALIFORNIA STATE UNIVERSITY/CALIFORNIA STATE UNIVERSITY, MONTEREY BAY

Legislative Day Alumni Representative (*March, 2006 and March 2002*)

Joined other alumni, donors and administrators from CSU campuses to lobby legislators regarding critical CSU programs; prepared and delivered key facts and recommendations in meetings with legislators and staff.

AMADOR COUNTY OPERATION CARE

Counselor for High School Violence Prevention Retreat (*Spring 2002*)

Served as a chaperone and facilitator for a group of at-risk high school girls at a three-day retreat focused on violence prevention and peer support.

CALIFORNIA DEPARTMENT OF TRANSPORTATION AND PINE GROVE CIVIC IMPROVEMENT CLUB

Community Forum Facilitator (*Fall 2001*)

Worked with CalTrans and the Pine Grove Civic Improvement Club to coordinate and implement a community hearing on potential impacts of proposed Amador County highway projects. Facilitated panel discussion and question and answer session with over 100 participants.

CALIFORNIA STATE UNIVERSITY, MONTEREY BAY

Graduation Awards Master of Ceremonies (*May 2000*)

Hosted senior graduate awards ceremony for graduates and families.

WESTERN ASSOCIATION OF SCHOOLS AND COLLEGES (WASC) AND FEE ADVISORY COMMITTEE **MEMBER, CALIFORNIA STATE UNIVERSITY, MONTEREY BAY**

Entrepreneurial Planning Work Group Member (*Spring 1996-Spring 1997*)

Worked on committee to help research, define, and plan for implementation of entrepreneurial goals for CSUMB.

CALIFORNIA STATE UNIVERSITY, MONTEREY BAY ASSOCIATED STUDENTS

Student President (*April 1996-April 1997*)

Represented the CSUMB Student Voice (Student Government) to the Administration, CSU Board of Trustees, the surrounding communities, and to the California State Student Association (CSSA).

CALIFORNIA STATE STUDENT ASSOCIATION (CSSA)

Voting Director/Technology Officer (*April 1996-April 1997*)

Represented the student government of CSU Monterey Bay on a statewide level, researched CSU policy and current issues in higher education; shared management of a 501(c)3, and worked with other members of the association to create and implement policies and informational services. Also researched, organized and presented information on technology systems and technology education advances impacting the CSU system.

CALIFORNIA STATE UNIVERSITY CORNERSTONES TASK FORCE 3

Partner (*August 1996-February 1997*)

Compiled, presented, and discussed educational accountability data for Task Force #3 of the CSU Cornerstones Project. This task force was charged with strengthening accountability within the CSU System.

CABRILLO COLLEGE WRITING CENTER

Tutor (*September 1995-December 1995*)

Tutored students enrolled in English 101, 1A and 1B, and students in the college's ESL Program.

PROFESSIONAL AFFILIATIONS AND ACTIVITIES

- American Society for Public Administration (ASPA)
- National Communication Association (NCA)
- Western States Communication Association (WSCA)
- The National Honor Society for Public Affairs and Administration (Pi Alpha Alpha)
- USC Alumni Association
- CSUMB Alumni Association
- TEDx Sacramento
- Sierra Club

PROFESSIONAL SKILLS

- Professional development training
- Organizational start-up experience
- University teaching
- Organizational planning and change consulting
- Organizational and program evaluation
- Project Management
- Strong interpersonal skills and a preference for collaboration
- Organizational and policy research
- Human resources management
- Budget management
- Ability to work across disciplines and make academic theory relevant to practitioners
- Experience with numerous public sector and nonprofit organizations and public-private partnerships
- Meeting facilitation
- Strong oral and written communication skills
- Event coordination
- Design and delivery of online instruction
- Intermediate Spanish proficiency
- Extensive experience with Microsoft Office, internet research, and online meeting tools
- RFP and grant development experience