

James S. Katzner

EDUCATION

Master of Education in Career and Technology Education Bowling Green State University	May, 2007 Bowling Green, OH
Master of Arts in Educational Policy The University of Chicago	May, 1995 Chicago, IL
Bachelor of Arts in Economics The College of William and Mary	December, 1988 Williamsburg, VA

RELEVANT EXPERIENCE

Owens Community College

Manager of Student Activities and Conduct

Findlay-area Campus

January 2010-Present

- Organizing and planning campus events and activities designed to engage and enrich students:
 - Fall Fest, Speakers, Performances, Arts & Letters Contest, Brown Bag Lunches, 3-on-3 Basketball Tournaments, Spring Fling, etc.
- Contracting with vendors for events and performances on campus.
- Collaborating with other college departments on student programming initiatives.
- Working with and supporting student leaders and advisors of student clubs and organizations.
- Encouraging and supporting creation of new student clubs and organizations on campus.
- Supporting Student Government representatives in implementing initiatives.
- Supervising student worker.
- Representing Office of Student Life at Findlay campus events, such as orientation and registration initiatives.
- Educating faculty, staff, and students about the Student Code of Conduct.
- Working with students, faculty, and staff as necessary to resolve student conduct issues using progressive discipline and a student development model.
- Maintaining disciplinary records using Maxient software.

Interim Coordinator of Career Education and Student Activities

Findlay-area Campus

January-December 2009

- Organizing and planning campus events and activities designed to engage and enrich students.
- Contracting with vendors for events and performances on campus.
- Collaborating with other college departments on student programming initiatives.
- Working with and supporting student leaders and advisors of student clubs and organizations.
- Encouraging and supporting creation of new student clubs and organizations on campus.

- Supervising student worker.
- Representing Careers Services and Student Activities at campus events, such as orientation and registration initiatives.
- Providing career advising to students using computer database programs and assisting students in selection of a major.
- Creating, planning and facilitating career-focused workshops.

Student Success Mentor

October-December 2008

- Part of Title III Grant Program designed to engage, support and provide proactive and intensive advising to students.
- Working as part of team to develop advising resources for Success Mentor program and address issues that arise as we work with students.
- Meeting regularly with case load of individual students to set goals, develop an academic plan, address any needs or concerns, etc.

Owens Community College, Findlay Campus

Instructor, First-Year Experience

Fall 2008

- Taught one section of FYE 121, designed to assist students in their transition to college.
- Developed lesson plans and activities to address topics integral to the success of college students.
- Introduced students to the culture and resources of Owens Community College.
- Employed various teaching techniques and a variety of media and activities to engage students with different learning styles.

Bowling Green State University

Master's Project, Conflict Mediation Training Seminar

Fall 2006 – Spring 2007

- Conducted a web-based needs analysis of administrative employees at Bowling Green State University.
- Developed, led, and evaluated an interactive 4-hour training seminar on conflict and conflict mediation.
- Facilitated small group discussions that emphasized different ways people deal with conflict, the process of mediation, and how the process compares to other forms of dispute resolution.

Bowling Green State University

Instructor, Career and Life Planning

Spring 2006, Fall 2007

- Taught two sections of UNIV 131, a two-credit hour course designed to guide undecided students through a structured process of self-exploration, occupational investigation, and career/life decision-making.
- Employed multiple instructional and assessment strategies including reflective and cooperative learning and field-based experiences to foster student engagement and learning, and meet curricular objectives.
- Developed lesson plans and lectures on the following topics: career development theories, values clarification, interest and skill assessment, academic planning, occupational exploration, decision-making, and goal setting.
- Emphasized critical thinking, writing, and research skills.
- Interviewed students individually to provide additional career assistance as needed.

Graduate Assistant, Partners in Context and Community Learning Community 2006 – 2007

- Served as site supervisor for BGSU education students placed at Birmingham Elementary School in East Toledo.
- Assisted with advising students and teaching: *Introduction to Education* and *Contemporary Perspectives on Teaching in the Middle Grades*.
- Helped develop program brochures and participated in recruitment initiatives.
- Used the University's Student Information System to resolve registration issues.

Graduate Assistant, GEAR UP Program 2005 – 2006

- Developed and presented information sessions about post-secondary educational opportunities to seniors at Waite High School in Toledo, Ohio.
- Consulted with instructors and administrators involved in this federally-funded school reform program designed to increase graduation rates and college attendance.

Academy of Human Resource Development International Research Conference 2006

Emerging Research Scholars Program

- Attended workshops on various topics including research and practice in HRD, ethics in workplace, workforce trends, and cross-cultural studies.

EMPLOYMENT

Laurel School

Shaker Heights, OH

Middle School Technology Coordinator and Student Advisor

2002 – 2004

- Designed computer literacy curriculum for fifth grade.
- Consulted with other instructors to integrate technology education throughout the curriculum in grades 5-8. Provided technological support for students and teachers.
- Developed projects and assessments for integrated technology classes.
- Used advisory activities for group and individual advising sessions.

The Agnon School

Beachwood, OH

Middle School Social Studies and Language Arts Teacher and Advisor

1999 – 2001

- Developed thematic units around historical eras. Chose age-appropriate literary and historical texts.
- Created diverse lessons and authentic assessments to teach and evaluate a diverse array of learners in grades six through eight.
- Advised a group of sixth and seventh grade students.

Hawken School

Lyndhurst, OH

Coordinator, John Carroll University Internship M.Ed. Program

1999

- Supervised six Interns enrolled in a graduate degree program in Teacher Education.
- Taught courses in *Curriculum & Methods* and *Professional Development*.
- Observed and critiqued classroom instruction in K-6 classrooms.
- Collaborated with mentor teachers.

Fairmount Temple

Beachwood, OH

Middle School Youth Group Advisor

1998 – 1999

Forsyth School

St. Louis, MO

Fifth Grade teacher

1995 – 1998

- Developed the Language Arts curriculum, which was integrated with Social Studies.
- Created and taught a unit on Philosophy for Children and advised Philosophy Club.
- Coached fifth and sixth grade girls basketball.

The University of Chicago Research Assistant , Analysis of Chicago Public School Governance	Chicago, IL 1993 –1995
The Wheeler School Third Grade teacher	Providence, Rhode Island 1988 –1992
<ul style="list-style-type: none">• Responsible for homeroom and major content area classes.• Coached Middle School and Junior Varsity boys' basketball.	
Kibbutz Degania A Summer Hebrew Ulpan ; Banana field worker; Hebrew classes.	Degania, Israel Summer 1990
Jewish Community Center Day Camp Day Camp Director	Sylvania, OH 1987-1989

PROFESSIONAL ORGANIZATIONS

Association of Student Conduct Administration (ASCA)	2010-Present
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PROFESSIONAL DEVELOPMENT

ASCA Donald D. Gehring Academy	July 2011
Owens Community College Leadership Academy	Fall 2011-Present

VOLUNTEER SERVICE

Career Center, Bowling Green State University	Summer 2008
<ul style="list-style-type: none">• Gave critical feedback on content and structure of Career Center website.• Developed organizational outline for enhanced Career Center website.	
American Red Cross, Wood County Office	Fall 2007
<ul style="list-style-type: none">• Helped redesign brochure, entered instructor records, organized materials, and assisted with various administrative projects.	

PAPERS, PRESENTATIONS, AND PUBLICATIONS

"Design, Implementation, and Evaluation of a University Training Module in Conflict Mediation"; (unpublished manuscript); Masters Project; May 2007.	
"Effects of College on First-Generation Students"; (unpublished manuscript); Literature review; Spring 2007.	
Review of Tim Hatcher's <i>Ethics and HRD</i> (2002) Cambridge, MA: Basic Books: <i>Human Resource Development International</i> ; vol. 9, No. 3; September 2006.	
"Learning Philosophy Collaboratively with a Student", Co-authored with Andrea Weiss: <i>The Journal of Philosophy for Children</i> ; Vol. 15, No. 2; Summer 1997.	
International Council for Philosophical Inquiry with Children, Eighth International Conference on Philosophy for Children; Delivered paper: "A model for Using Philosophy for Children in the Classroom": Iceland, June 1997.	

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"Teacher Empowerment and Professional Development in Public Schools: The Impact of the Northwest Ohio Regional Professional Development Center"; (unpublished manuscript); Masters Thesis; May 1995.

American Philosophical Association, Eastern Division, meeting; Co-authored and delivered paper about philosophy for children; December 1989.