

Lea Roselyn

PROFESSIONAL EXPERIENCE

Statewide Training Coordinator & Trainer

Kansas Coalition Against Sexual & Domestic Violence
Topeka, KS

**2017-
Present**

- Coordinate behavioral staff training opportunities, including contract negotiation with trainers, developing training learning outcomes and evaluations, and coordinating all training and registration logistics
- Develop curriculum and deliver trainings for sexual assault victim advocate certification
- Develop curriculum and deliver trainings for domestic violence victim advocate certification
- Provide technical assistance on issues of prevention education, Title IX, diversity, sexual and domestic violence for local service programs throughout the state of Kansas
- Create and deliver train the trainer opportunities for KCSDV staff and advocates throughout Kansas
- Develop systems and tools for training coordination, management, and delivering adult education

Staff Development & Administrative Manager

Community Support Services, Encompass Community Services
Santa Cruz, CA

**2013
- 2016**

- Coordinate behavioral staff training opportunities, including contract negotiation with trainers, developing training learning outcomes and evaluations, and coordinating all training and registration logistics
- Develop and manage the Encompass Mindfulness Project, a program to introduce mindfulness awareness practices to the clients and staff of Encompass. This project provides intensive training and organizational change opportunities for the largest nonprofit organization in Santa Cruz County
- Manage administrative office, develop and oversee organizational policies and procedures, oversee hiring process, and oversee grants, contracts, and budgets
- Supervise and lead a team of program assistants to provide exceptional customer service and support to clinical staff
- Organize staff appreciation events and opportunities, including an annual staff picnic, holiday party, and monthly employee recognition presentations
- Develop and oversee organizational marketing and promotional materials, including website presence, brochures, and email newsletters

Santa Cruz AIDS Project (SCAP) Manager

Encompass Community Services
Santa Cruz, CA

**2013
- 2015**

- Supervise the SCAP team comprised of case managers, a prevention educator, and a fundraiser
- Monitor and manage budget, organizational spending, and grant allocations
- Develop organizational systems and tools for tracking and reporting outcomes for grants and contracts
- Create policies and procedures for data collection, recording, and staff training
- Lead team in strategic planning, visioning, and evaluation, and oversee implementation of organizational goals

Director of Gender Equity Center

California State University San Marcos
San Marcos, CA

**2009
- 2013**

- Provide leadership for Gender Equity Center programs, services and growth, including the development, assessment, and implementation of strategic plan

- Manage and lead Center budget, fundraising, and grant writing projects
- Develop and deliver over one hundred innovative diversity, social justice and violence prevention trainings every year to students, staff, faculty, and community organizations
- Develop qualitative and quantitative assessments to evaluate the needs of diverse student populations to understand and address campus climate and equitable access
- Provide oversight of over 60 programs per academic year that serve more than 15,000 students
- Chair the Student-Parent Support Committee, which evaluates and advocates the needs of CSUSM students with dependent children
- Serve as advisor to the AVP of Educational Equity and Diversity and assist with the implementation and oversight of the campus-wide Equity and Diversity strategic plan
- Develop, implement, and monitor campus-wide sexual assault response policies and procedures as part of Title IX committee
- Serve as consultant and expert trainer for campus and surrounding communities on issues disproportionately impacting women and transgender students
- Evaluate and advocate for institutional initiatives to better support transgender students
- Build partnerships and collaboration with staff, faculty, administrators, and student leaders across campus to deliver educational programs to meet the needs of diverse students

**Operations and Marketing Manager
Cross-Cultural Center**

**2007-
2009**

University of California San Diego
La Jolla, CA

- Initiate and continually develop the assessment and implementation of internal policies and procedures relating to programmatic and daily operations of the Cross-Cultural Center
- Lead staff in strategic planning and on-going evaluation processes. Ensure annual campus-wide assessment of Cross-Cultural Center programs and services, including developing evaluation tools, analyzing data, and delivering presentations to staff and campus community on assessment results and themes
- Develop and implement marketing plan to increase interest, awareness, and involvement in the Cross-Cultural Center and social justice
- Produce marketing materials and implement marketing strategies including email-newsletter, website, brochures, social networking sites, and program-specific materials
- Deliver targeted and innovative education and training on diversity, inclusion, and social justice frameworks
- Develop learning outcomes and strategies to achieve desired outcomes for the Center's intern program and affiliate program. Supervise student interns and affiliates
- Coordinate Affiliates Conference, a mini-conference to educate students on the foundations of social justice
- Manage Cross-Cultural Center Art Gallery and work with diverse artists to facilitate social justice education through the arts

Women's Resource Center Coordinator

**2005
-2007**

The San Diego Lesbian, Gay, Bisexual, Transgender Community Center
San Diego, CA

- Provide the development, delivery, and evaluation of social and educational programs for lesbian, bisexual, and transgender (LBT) women
- Develop strategic plan and assessments for strengthening a strong, healthy, active, and vibrant community of LBT women throughout San Diego County
- Manage the Women's Advisory Board, the LBT Health Advisory Board, and the Bisexual Advisory Board for The Center
- Develop and implement strategies for the recruitment and retention of diverse members, issue and policy training, and increased personal investment opportunities for members
- Organize "Women's Fest", a weekend festival with art, workshops, entertainment, and local vendors for lesbian, bisexual, transgender women and allies
- Supervise and manage women's support groups offered at The Center, including the Women's Coming Out Group, LBT Women of Color Group, Older Lesbians Group, and various theme-based

discussion groups. Duties include providing facilitation, diversity, and peer counseling training to all group facilitators, overseeing and evaluating facilitators and developing group outcomes and managing outcome-based assessment

Director of Events and Volunteer Programs

2003

Rancho Coastal Humane Society
Encinitas, CA

-2005

- Provide on-going recruitment, training, placement, and supervision of over 250 volunteers
- Provide monthly trainings and workshops to volunteers and community members covering a range of topics related to holistic animal-care and animal rights
- Manage all fundraising and events, including research, design, and implementation of a broad-range of fundraising and public relations strategies
- Direct the Pet Therapy Program, including coordinating volunteer trainings, developing collaborations with schools and nursing homes, and providing on-going strategic evaluation

1999

Assistant Director

-2003

Willow Domestic Violence Center (formerly Women’s Transitional Care Services)
Lawrence, KS

- Coordinate marketing and public relations strategies
- Supervise direct services to survivors of domestic violence, including intakes, support groups, shelter stays, emergency hotline, and court advocacy
- Oversee daily operations of shelter
- Identify and apply for grant and other funding opportunities, utilizing a mix of private, public, and business donors
- Develop strategic and creative community education strategies on domestic violence, sexual violence, and diversity
- Deliver professional development/educational trainings on domestic violence and diversity to police department, caseworkers, and other community organizations
- Develop curriculum and provide instruction to middle and high school classes on issues of harassment, dating violence, and diversity

EDUCATION

MA	Nonprofit Leadership and Management <i>School of Leadership and Education</i> The University of San Diego	2009
BA	Women’s Studies with honors English concentration The University of Kansas	2001

PROFESSIONAL CERTIFICATIONS

<i>The Exchange at the National Conflict Resolution Center</i> Certified in Conflict Management Mediation	2012
<i>Center for Community Solutions</i> CA Sexual Assault & Domestic Violence Advocate Certification	2010
<i>Nonprofit Leadership Alliance</i> Certified Nonprofit Professional	2009