

Noreen Elbert

901 12th Ave. ♦ Seattle, WA 98122
elbertn@seattleu.edu ♦ (206)296-6288

EDUCATION

- Ed.D. Seattle University** 2006
Fields of study: Educational Leadership, Nonprofit Leadership

Dissertation Title: *Nonprofit Executive Director Support*

Dissertation Committee: John J. Gardiner (chair), Michael Bisesi, Steve R. Smith
- M.A. Seattle University** 1998
Field of Study: Public Administration
- B.A. Central Washington University** 1990
Field of study: Public Relations, Communications

PROFESSIONAL EXPERIENCE

Director, Bachelor of Public Affairs program, Seattle University 2007-Present

Teach undergraduate courses: Organizational theory and Foundations of Public Administration. Advise student internships and independent studies. Facilitate faculty meetings and represent the department at University events.

Visiting Assistant Professor, Seattle University 2006-2007

Taught graduate courses: Nonprofit Leadership and Interpersonal behavior in the Master of Nonprofit Leadership Program; Foundations of Public Administration, Organizational Analysis, and Management Skills in the Master of Public Administration program.

Coordinator, Institute of Public Service/Nonprofit Center, Seattle University 2001 - 2006

Coordinated student services for departmental programs. Worked directly with internal and external constituents to ensure the support of students within the department. Oversaw marketing efforts.

Accomplishments:

- Initiated events such as the annual dinners for MPA/MNPL students and alumni to foster ongoing sense of community and connection to the University
- Worked closely with professors and students to solve student issues and concerns
- Expanded leadership opportunities for graduate students through MPA Student Association
- Recognized as an outstanding staff person for College of Arts and Sciences (2002-03)

Director of Outdoor Ministries, CYO Archdiocese of Seattle 1999 – 2001

Managed and oversaw programs, personnel and public relations efforts for summer camping, environmental education and youth retreat programs serving 4,000 participants on multiple sites.

Accomplishments:

- Managed a \$1.1 million annual operating budget
- Handled difficult situations, conflicts and complaints in a calm and attentive fashion
- Prepared for and received site and program accreditation from the American Camping Association

Executive Director, Snoqualmie Valley Youth Hub

1998 – 1999

Directed multi-faceted youth program including: implemented comprehensive public relations and marketing efforts; coordinated multiple volunteers; worked with community and schools to meet youth needs.

Assistant Director, CYO Archdiocese of Seattle

1990 - 1998

Organized promotional efforts responsible for programs reaching 100% capacity. Wrote and designed promotional brochures and newsletter; Public speaking and recruiting resulting in high customer/staff retention rate.

RESEARCH AND TEACHING INTERESTS

Principal field of interest is the balance and longevity of nonprofit executive directors, more specifically the internal, external, personal and practical sources of support an executive needs to avoid burnout.

Teaching Interests Include:			
<u>Nonprofit Leadership</u>		<u>Organization Theory</u>	<u>Management Skills</u>
Relating theory to practice in nonprofit leadership		Organizational culture of nonprofit and government organizations	Practical skills for the nonprofit manager
Ethical leadership		Humanist theory and motivational factors for nonprofit workers	Best Practices for managers
Reflective leadership with a focus on emotional intelligence		Power and influence in the workplace	Communication skills for working through conflict