

Monica M Smith, DSW
msmith867@verizon.net

PROFESSIONAL PROFILE

- Twelve years leadership role as diversity officer
- Fourteen years of experience leading diversity and inclusion initiatives including training, recruitment, retention and talent management
- Sixteen years in program administration, including policy analysis, development and evaluation
- Strategic Planning, accreditation and compliance experience

EDUCATION

Certificate of Achievement, National Association of Diversity Officers in Higher Education, Standards of Professional Practice Institute
Doctorate in Social Work (DSW), University of Pennsylvania, Philadelphia, PA
Master of Social Work (MSW), University of Pennsylvania, Philadelphia, PA

PROFESSIONAL EXPERIENCE

AUGUSTANA COLLEGE (ILLINOIS)

Vice President of Diversity, Equity and Inclusion

2018 – Present

Serve as member of the President's Cabinet. Create and develop the Office of Diversity, Equity and Inclusion, coordinate implementation of the college's strategic plan for diversity and inclusion, advance college's mission and goals related to diversity, equity and inclusion, review and monitor recruitment, hiring practices and procedures, develop diversity workshops and educational strategies for administrators, faculty, staff, and students, partner with all areas of campus to achieve recruitment, retention, and success of underrepresented students, work with college employees in responding appropriately and effectively to violations of anti-discrimination and anti-harassment policies, assist with acclimating new faculty members to the college, create and develop programs to help support and retain them, supervise multicultural operations staff, including support of international students.

ELIZABETHTOWN COLLEGE

2016 - 2018

Director, Office for Diversity and Inclusion

Reported to the Senior Vice President of Academic Affairs and President to facilitate and support implementation of diversity, inclusion, and compliance standards across the college. Worked with deans, chairs, and directors to infuse diversity into academic and community life, developed and delivered campus-wide trainings on bias, discrimination, and compliance, developed institution-wide Diversity and Inclusion Strategic Plan, liaised with administrative departments and faculty to promote diversity, equity and inclusion. Committees: ADA Working Group, MLK Jr. Committee, ALANA Roundtable, LGBTQ+ Roundtable, Enrollment Management, Resources and Strategic Planning, Middle States Accreditation, Event Planning.

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SAINT JOSEPH'S UNIVERSITY

2014 – 2015

Director, Office for Inclusion and Diversity

Served as chief diversity officer. Provided strategic and operational leadership for diversity, equity, and inclusion initiatives to meet strategic and missional goals. Developed, led and executed all aspects of institutional diversity and inclusion initiatives. Committees: Strategic Planning Task Force, Diversity Task Force of the Board of Trustees, Council on the Status of Women, Alliance, Thea Bowman Distinguished Lecture Series, Board of Athletic Policy, Student Success and Retention, Critical Incident Response Team.

UNIVERSITY OF PENNSYLVANIA

2013 - 2016

Lecturer, School of Social Policy and Practice

Teach master's level policy and practice courses related to dynamics of race, sex, gender, ability, religion, age, and socioeconomic status. Courses: American Racism, Promoting Social Change: Issues of Race and Gender, Substance Abuse Interventions

EASTERN UNIVERSITY

2000 – 2014

Assistant to the Dean for Faculty Development and Student Concerns

2011 - 2013

Reported to the Dean of the College of Arts and Sciences. Provided administrative support to the Dean of the College of Arts and Sciences, supported managers' efforts to identify and retain diverse and highly effective faculty, assisted in development and implementation of new initiatives, assisted with accreditation compliance issues, collaborated with Dean to develop needs assessment and professional development plans, administrative liaison to the Faculty Development Committee, created peer networks, assisted in promotion and tenure process, assisted faculty in conducting and documenting effective assessment activities, collaborated with Deans, Directors, and Centers to ensure student awareness of university expectations regarding academic integrity, Code of Conduct, and to address student crisis and counseling needs, handled grievances, appeals, and petitions for exception to policy, represented the Dean in her absence and at the Dean's request.

Assistant to the Provost for Multicultural Concerns

2005 – 2013

Reported to Chief Academic Officer. Collaborated with senior academic affairs leaders on programmatic issues, advised senior leadership on diversity and retention related issues, coordinated and conducted professional development workshops for faculty, assisted in the development of multicultural programs and policies, liaised between three schools within the university, wrote and maintained reports for Middle States Commission on Higher Education accreditation, partnered with Human Resources to ensure compliance with nondiscrimination employment guidelines. Committees: Intercultural Competency Team, Chair, Faculty Development Committee, Chair, Admissions Committee, Chair, Strategic Planning Sub-Committee of the University Board of Trustees.

Senior Lecturer

2000 – 2014

Developed curriculum for undergraduate and graduate programs, taught undergraduate and graduate courses in online and on-ground formats, lead faculty for diversity and social justice curriculum, participated in self-study for program accreditation, created international travel course expanding the BSW curriculum to include a global context

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CHILD GUIDANCE AND RESOURCE CENTER

Summer 2005

Program Director

Developed therapeutic socialization program for children diagnosed with Intellectual or Developmental Disabilities, created curriculum and provided instruction, trained, supervised and evaluated staff, maintained records, budget oversight, liaised with external providers, ensured compliance with internal protocol and external regulatory processes.

CHESTER COUNTY REGIONAL EDUCATION AND SUPPORT SERVICES **2000 - 2001**

Consultant & Behavior Specialist

Developed treatment plans for individuals with Intellectual or Developmental Disabilities, supervised staff, conducted trainings.

CHESTER COUNTY DEPARTMENT OF CHILDREN, YOUTH AND FAMILIES **1989-2000**

Supervisor, Lifeskills Education Unit

1999 - 2000

Managed Lifeskills Program, supervised and trained staff, evaluated staff for annual increments, facilitated staff meetings.

Placement Program Coordinator

1998 - 2000

Managed placement process: Oversight of 70+ provider agencies and contracts, data management; ensured compliance with internal protocol, state and federal regulations, Commonwealth of PA and Department of Public Welfare regulations, liaised with external constituents, assessed consumer needs, determined consumer eligibility, trained staff, supervised interns, negotiated contracts.

Caseworker/Case manager

1989 - 1996

Developed performance criteria for staff annual merit increments, provided casework and case management services, developed reports, facilitated team meetings, mentored new staff, liaised between agency and community.

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Research

A pilot study of cross-cultural immersion as a pedagogical framework for teaching cultural competence.
Dissertation. Unpublished. ~ Measured effectiveness of pedagogical strategies in teaching cross-cultural awareness, knowledge and skill development

Awards and Grants

Ethnicity and Identity in the Caribbean. Collaborative Interdisciplinary Scholarship Program,
Elizabethtown College. \$20,000 2017 – 2018

Council of Independent Colleges Network for Vocation in Undergraduate Education – Regional
Conference Host \$10,000

Co-Applications in process:

National Science Foundation - Fostering Impact and Creativity in Undergraduate Students, STEM
focus \$900,000

Teaching and Curriculum Development

American Racism (MSW)

Promoting Social Change: Issues of Race and Gender (MSW)

Human Diversity and Social Interaction (recreated curriculum/ lead faculty)

Advocacy for Youth in “the System” (developed curriculum) (MAUS)

Justice in a Pluralistic Society

Substance Abuse Interventions (MSW)

Social Work Practice

Human Growth and Activity in the Social Environment [HBSE]

International Social Work (developed curriculum)

Introduction to Social Work

Human Need and Social Response (Introduction to Social Welfare)

Services for Families and Children (recreated curriculum)

Social Work with Addictions (recreated curriculum) (BSW/MSW)

Church Social Work (developed curriculum)

Living and Learning in Community

Introduction to Faith, Reason and Justice

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Selected Trainings and Presentations

Ready, Set, Here It Comes! Engaging Difficult Dialogues, Student Success Conference, Penn State University, 2017

Social Justice and Advocacy: Laying the Foundation for Social Change, Tempest Lecture in Education, Elizabethtown College 2017

Inclusive Excellence: Etown's Commitment to Diversity, Elizabethtown College 2016, 2017

Inclusive Excellence, Uncovering Hidden Messages in the Classroom, Faculty, Elizabethtown College 2017

Understanding Diversity: Identity, Oppression and Privilege, Abington Heights High School 2017

Inclusive Excellence: Communicating Respectfully in a Diverse World, Elizabethtown College 2017

Making Strides in Diversity: Intersectionality and Politics on Campus, Philadelphia Futures 2017

Implicit Bias: Considerations in Decision-Making, Senior Staff, Elizabethtown College 2017

Microaggressions in Everyday Life, Student Wellness, Elizabethtown College 2016

Implicit Bias v. Cultural Competence, Campus Security, Elizabethtown College 2016

Cultural Competence 101, Institute for Behavior Change, 2016

Difficulty Dialogues: Challenging Stereotypes, New Employee Orientation, Saint Joseph's University 2015

Workforce Diversity Saint Joseph's University 2015

The Black Church 50 Years after Civil Rights, Saint Joseph's University, 2015

Conversations That Matter, Saint Joseph's University 2014

Culturally Competent Practice: Diversity Matters, Child and Family Focus 2012

Cultural Competence and Foster Care, Child and Family Focus 2011

Dynamics of Poverty and Child Welfare Issues, Delaware County Court Appointed Special Advocates 2008

Cultural Competence: Important First Steps, Chester County Human Services Department 2008

Diversity Matters, Key Leaders Seminar, K-12 Public School Administrators 2007

Diversity Day: One Coatesville, Many People, Panelist, Life Transforming Ministries 2007

Cultural Competence in Supervision, Field Instructors' Workshop, Eastern University 2007

Critical Incidents in Teaching: Encountering Racism, Faculty Workshop, Eastern University 2007

Weary in Well-Doing: Teaching about Racism, North American Association of Christian Social Workers 2006

Overcoming Blackness, Black Student League, Eastern University 2006

Building Helping Communities, Poverty Oppression and Development in Africa, Eastern University 2005

Keeping Tradition: What American Social Workers Can Learn from Rural African Villagers, NACSW 2004

Understanding Poverty, Youth Against Complacency and Homelessness Team, Eastern University 2004

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Professional, Community Service and Academic Honors/Awards

Interfaith Leadership and Service Award, Elizabethtown College, Chaplain's Office 2017

Commencement Speaker, University of Pennsylvania, School of Social Policy and Practice 2014

Black Student Leadership and Mentor recognition, Association of Black Social Workers, University of Pennsylvania 2014

Cohort Representative, Governance Committee, University of Pennsylvania, School of Social Policy and Practice 2012 – 2014

Search Committee, Social Work Department, Eastern University 2010, 2013

Member, Student Success Advisory Group, Eastern University 2009 - 2014

Honoree, Octorara Community Education Foundation March 2007

Co-Chair, Cross-Cultural Task Force, Octorara School District 2005 – 2008

Advisor, Student Social Work Association, Eastern University 2005 – 2007

Board of Directors, Family Resource and Counseling Center; Executive Search Committee 2003 – 2006

Caring and Sharing Service Appreciation recognition award, Octorara School District 2003

Spirit of Children, Youth and Families Award 2000

Black Student Leadership and Mentor Award, BSU University of Pennsylvania 1998

Recipient, Child Welfare Education for Leadership grant (by competitive process) 1996-1998

Professional Consultations

Child and Family Focus 2011- 2013

Court Appointed Special Advocates (CASA) Delaware County 2011

Chester County Human Services 2007 – 2008

Octorara Area School District, Multiculturalism Education 2006 – 2008

Chester County Regional Education Association 2000 – 2001

Professional Memberships

National Association of Diversity Officers in Higher Education (NADOHE)