

GINNIE HERSHBARGER

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PROFESSIONAL EXPERIENCE

UNIVERSITY OF COLORADO BOULDER

Senior Professional Research Assistant, LifeSkills Training (LST) Project Manager, 2022- Present **Professional Research Assistant, LST Project Manager, 2019-2022**

Accountable for leading people and initiatives for two grants, awarded at nearly \$14 million combined, to provide implementation support and process evaluation of substance abuse and violence prevention programs (i.e., LST Middle School and LST High School) in schools across 16 states.

Accomplished outcomes:

- Evaluated existing hiring procedures and instituted changes to promote equitable and inclusive practices.
- Co-created report templates based on survey data and verbal feedback to be more visually appealing, to further engage target audiences, and to increase team writing process efficiency.
- Joined an alliance with other funder-partner leaders to coordinate efforts, increase impact, and strengthen individual and collective work.
- Maintained an equity and needs-based focus during recruitment of new schools by contacting the Bureau of Indian Education and similar organizations to ensure comprehensive and inclusive dissemination of the grant announcement. At 38 applications, received the highest number of applications of all recruiters.

Key Responsibilities:

- Oversee, obtain updates on activities, and provide individualized guidance and assistance to four Implementation Coordinators in their position responsibilities to support, in total, 70+ schools across eight states.
- Propose ideas, invite interested others to collaborate, and drive endeavors to improve project procedures and outcomes. Update and adapt policies and protocol documents.
- Participate in hiring, onboarding, and evaluating direct reports in accordance with University policies.
- Review database entries and documentation for completion and accuracy; ensure alignment of payments with invoices and budgets.
- Review and edit annual reports and co-author report for the funder, describing and integrating efforts of all staff.
- Provide advisement on day-to-day operations and strategic recommendations to the project director.
- Recruit schools to partner in our grant, involving contacting personnel, reviewing applications, presenting on grant provisions, and assessing feasibility of program delivery.
- Co-facilitate team meetings to set a shared direction, lead team-building activities, and hold workshops to review processes, share best practices, and allow opportunity to rehearse tasks.
- Ensure continuity of support for schools during Implementation Coordinator vacancies (staff turnover, vacation, etc.).
- Participate, often as a facilitator, in a variety of departmental work groups to benefit workflow and efficiency.
- Attend partner presentations and webinars to maintain working knowledge of their priorities and initiatives.

Professional Research Assistant, LST Project Implementation Coordinator, 2016 – 2019

Liaised with 45 schools, consisting of 100+ teacher contacts, to support quality program implementation and conduct process evaluation of LST Middle School, an evidence-based program.

Accomplished outcomes:

- Collaborated across projects to provide support and sharing learnings and instituting best practices from those efforts with the LST project.
- Wrote accessible synopses of programs for two quarterly editions of *The Blueprints Bulletin*, targeted at a broad range of individuals.

PROFESSIONAL EXPERIENCE (cont.)

Key Responsibilities:

- Determined initial and ongoing training needs at schools as well as coordinated and attended training workshops.
- Tracked and ensured paper evaluation forms and Qualtrics surveys were completed and submitted by all key stakeholders and coded and entered data into SPSS.
- Ordered materials corresponding to schools' needs.
- Hired and trained community members as observers to conduct data by proxy, and oversaw their efforts, including following up on ambiguous item responses and ensuring comprehensive completion of forms.
- Performed site monitoring visits to each school, annually, to conduct semi-structured interviews with educators, used data to ascertain whether the program was being taught in compliance with guidelines, and tactfully advised personnel on challenges, taking into consideration their unique circumstances.
- Conducted analyses and synthesized data into annual year-end reports, detailing schools' crucial outcomes, successes, opportunities, and recommendations for improvement.
- Maintained documentation and informational databases with scrupulous attention to detail.
- Cultivated rapport and trust with project partners and stakeholders to promote successful and timely data collection and support quality program delivery.

OAK CREEK ESPRESSO

Operation Manager, 2014-2016

Managed daily operations of a small café and bakery with 15+ employees and revenue exceeding \$750,000 annually.

Accomplished outcomes:

- Developed handbook to describe and standardize company policies and procedures and ensure compliance.
- Created protocols for workflow, resulting in increased efficiency, team satisfaction, and shorter wait times.
- Raised Yelp review average from 3.5 stars to 4 stars.

Key Responsibilities:

- Interviewed, hired, and trained employees and provided continuous feedback.
- Utilized QuickBooks to process payroll, enter and pay bills, and obtain financial reports.
- Regularly analyzed reports, including customer and sales patterns, to anticipate business needs for staffing and product as well as to uphold the budget.
- Created weekly employee schedules and inventoried and ordered products.
- Maintained positive relationships with vendors, employees, and customers.
- Ensured compliance of county food service requirements as well as state and federal tax and business laws.
- Learned all stations and substituted in any position, as needed, to support team during heavy traffic and in employee absences.

ARIZONA STATE UNIVERSITY

Graduate Research Assistant, 2013 – 2014

Responsible for organizing and leading two research projects to assess the ability of companion dogs to perform tasks.

Accomplished outcomes:

- Helped to market and coordinate a sold-out community event to introduce the lab.

Key Responsibilities:

- Recruited and trained undergraduate research assistants to be detail-oriented and organized.
- Employed problem solving skills to develop sound methodology based on past research.
- Scheduled and facilitated sessions with subjects and their handlers.
- Followed protocol to collect data, in compliance with Institutional Animal Care and Use Committee (IACUC) requirements, conducted analysis with SPSS, and presented on findings.
- Assisted in the development of and maintained the lab's webpage.

EDUCATION

CENTRAL WASHINGTON UNIVERSITY – Master of Science, Experimental Psychology

TRUMAN STATE UNIVERSITY – Bachelor of Science, Psychology

PROFESSIONAL DEVELOPMENT

SELECT PROGRAMS AND COURSEWORK

University Perspective Program, University of Colorado Boulder, 2022 – present

Project Management (EMEN 5030), University of Colorado Boulder, 2020

Leading Oneself (EMEN 5050), University of Colorado Boulder, 2020

Multiple Regression, Arizona State University, 2014

Intermediate Statistics, Arizona State University, 2013

UNIVERSITY SERVICE, TEACHING EXPERIENCE, AND RESEARCH ACTIVITIES

UNIVERSITY SERVICE

IBS Board of Directors, Prof. Research Asst. Rep., CU Boulder, 2018-2022

IBS Diversity, Equity, and Inclusion Director Hiring Committee, CU Boulder, 2020

Symposium on University Research and Creative Expression, Judge, Central Washington University, 2013

MS Experimental Psych. Program Committee, Grad. Student Rep., Central Washington University, 2012-2013

TEACHING EXPERIENCE

Introduction to Psychology, Lab Instructor, Central Washington University, 2011-2013

Research Methods, Guest Lecturer, Central Washington University, 2013

Advanced Principles of Learning, Guest Lecturer, Central Washington University, 2012

Advanced Animal Cognition, Guest Lecturer, Central Washington University, 2012

RESEARCH ACTIVITIES

IBS Spring Symposium, Poster Presenter, University of Colorado Boulder, 2017

Association for Behavior Analysts International Convention, Chicago, IL, Poster Presenter, 2014

Comparative Cognition Conference, Melbourne, FL, Poster Presenter, 2014

Endangered Wolf Center, Eureka, MO, Research Intern, 2010

St. Louis Zoo Behavior Lab, St. Louis, MO, Research Intern, 2009-2010

Truman State University Senior Research Symposium, Kirksville, MO, Presenter, 2004