

PROFESSIONAL EXPERIENCE

**FAWSEC
EDUCATIONAL
COMPANY**
Hawally, Kuwait

Teacher, 2020 to current

AL-BAYAN INTERNATIONAL SCHOOL (BIS)

Teach, advise, and mentor high school students in English and creative writing.

- Teach remote, synchronous courses to Kuwaiti students with learning and behavioral disabilities
- Design curriculum and plan lessons based on international standards
- Evaluate student learning and provide constructive feedback
- Coach, advise, and mentor students to build on their existing strengths
- Communicate with parents to facilitate student progress
- Collaborate with departmental and interdisciplinary teachers and support staff

**LUND-CHAIX
CONSULTING**
Portland, OR

Principal, 2007 to 2020

Independent contractor for evaluation and training of education and volunteer-based programs, including:

- Develop and nurture relationships with government, nonprofit, and private sector clients and partners
- Design and conduct evaluation studies, engage stakeholders, develop instruments, collect and analyze quantitative and qualitative data
- Write and present proposals, reports, briefs, analytic notes, white papers, and visual aids to communicate results and recommendations
- Develop and manage work plans and budgets
- Collaborate, coordinate, and subcontract with project partners and support staff
- Plan and present standalone trainings, workshops, and integrated, multi-session professional development courses to regional and international leaders

Evaluation Highlights:

- Develop, test, administer, and analyze valid, generalizable, statewide survey to evaluate teacher preparation in accordance with national accreditation and state policy standards for Oregon's coalition of teacher colleges (2013 to 2020)
- Strategic program assessment and redesign of interdepartmental volunteer services for Metro regional government (2013)
- Analysis of postsecondary enrollment decisions of student financial aid applicants in Oregon (2008 to 2011)
- Longitudinal impact evaluation and subgroup analysis of Oregon's multisite, statewide, school-based, postsecondary access program (2007 to 2008)

**ADLER
UNIVERSITY**
Online Global
Campus
Chicago, IL

Course Author and Instructional Faculty, 2015 to 2018

Designed and taught online, asynchronous, graduate-level courses in Nonprofit Management and Public Policy and Administration, including:

- * NPM 506, Research Methods for Social Impact (*course author and instructor*)
- NPM 501, Technical Skills for the Nonprofit Manager (*instructor*)
- PPA 505, Quantitative Research Methods (*course author*)

* Indicates service-learning or other applied, community-based experiential learning component

**PORTLAND STATE
UNIVERSITY**
Portland, OR

Adjunct Faculty, 2005 to 2016
College of Urban and Public Affairs

Designed and taught courses in Public Administration and Nonprofit Management, including:

- * UNST 242, Leadership for Change (*undergraduate*)
- PA 521, History and Foundations of the Nonprofit Sector (*graduate, team taught*)
- * PA 522, Governance of Nonprofit Organizations (*graduate, hybrid, team taught*)
- PA 523, NGOs: Nonprofits on a World Stage (*graduate*)
- * PA 536, Strategic Planning for Public and Nonprofit Organizations (*graduate*)
- * PA 555, Program Evaluation and Management (*graduate, team taught*)
- USP 554L/654L, Data Analysis II (*graduate, statistical computing lab*)

* Indicates service-learning or other applied, community-based, experiential learning component

Research Assistant, 2003 to 2006
Mark O. Hatfield School of Government

Designed and conducted community based research as part of research teams. Duties spanned all facets of research.

- Conducted evaluability assessment of school-based retention program for Latino youth
- Led mixed-methods study of nonprofit sustainability
- Wrote donor and agency reports, conference presentations, and journal articles
- Trained master's level research assistant in qualitative research

Program Coordinator, 2003 to 2005
College of Urban and Public Affairs

Coordinated university-based programs in two college divisions, including training and event planning and coordination, program and event recruitment and promotion, program and event registrar, maintain database records, write Access databases and queries, develop and update web site content, write and produce quarterly newsletter, write narrative evaluation reports for program decision makers, and advise older adults in selecting university courses.

- Senior Adult Learning Center, Institute on Aging 2004 to 2005
 - Coordinated university-based continuing education program for hundreds of older adult in Oregon
- Leadership Fellows, Institute for Nonprofit Management, 2003 to 2004
 - Coordinated monthly leadership development trainings for 20 leaders of color in regional nonprofit organizations
- Northwest Nonprofit Leadership Summit, Institute for Nonprofit Management, 2003
 - Coordinate policy dialogue event for more than 300 public and nonprofit sector leaders in the Pacific Northwest

FAFSA Verification Assistant, 2003
Office of Student Financial Aid

Evaluated accuracy of individual federal student financial aid applications, applied federal and state scholarship rules to create overall financial aid for individual students, maintained confidentiality, worked cooperatively with IT department

**OFFICE OF
STUDENT ACCESS
AND COMPLETION**
(formerly Oregon
State Scholarship
Commission)
Eugene, OR

Interim Policy Research Coordinator, 2008

Analyzed data for Oregon's administrative agency for postsecondary financial aid and access. Research for Oregon's need-based grant administration team and agency executives included:

- Daily monitoring and analysis to project program demand and identify trends
- Report and interpret findings and prepare visual aids
- Coordinate data with other state education agencies
- Advise staff on information needs and appropriate use of data
- Generate data for key performance measure (KPM) benchmarks
- Write and co-author budget narratives
- Train permanent staff member

ASPIRE Evaluation Coordinator, 2001 to 2004

Administered implementation and outcome evaluation for statewide, school-based volunteer mentor program for assisting high school students with postsecondary planning including:

- Supervise survey administration at 24 program sites
- Conduct and analyze focus groups and telephone interviews
- Analyze surveys and administrative data
- Write reports and present findings to program staff, senior executives, and elected policy makers

**JOHN MARSHALL
HIGH SCHOOL,
PORTLAND PUBLIC
SCHOOLS**
Portland, OR

ASPIRE Site Coordinator, 2001 to 2002

Administered volunteer mentoring program for postsecondary planning as part of counseling staff in a racially and culturally integrated, economically distressed urban high school. Duties included:

- Recruit, screen, train, and supervise seven adult volunteers
- Recruit students and match with volunteers
- Develop curriculum and program resources, and plan group activities
- Plan, coordinate, and lead college tours for large and small student groups
- Provide guidance and advocacy for students and families in financial aid and admissions, and handle escalated issues
- Authored \$13,000 grant for engaging language minority families as the foundation for the school's first Parent Teacher Student Association.

EDUCATION

Ph.D., Public Administration and Policy

Portland State University, Portland, OR

Mark O. Hatfield School of Government

Field Areas: Evaluation; Public Policy (Education); Civil Society

Master of Urban Studies

Portland State University, Portland, OR

Nohad A. Toulan School of Urban Studies and Planning

Field: Policy Analysis

B.A., Political Science

Southern Oregon University, Ashland, OR

Field: American Government

Beginning Arabic

UN Language Programme

United Nations Office Nairobi

SOFTWARE PROFICIENCIES

- **Course Management:** Blackboard, Canvas/Ember, Desire 2 Learn, Google Classroom, Moodle
- **Data Analysis and Statistical Modeling:** SPSS, R (lessR package), MPlus, Hierarchical Linear and Nonlinear Modeling (HLM), Dedoose
- **Financial Management:** AccountEdge, QuickBooks
- **Office Suites:** Microsoft Office (Excel, Powerpoint, Word, Access), Google Apps (Sheets, Slides, Docs, Forms), Apple iWork (Numbers, Keynote, Pages), and Open/Libre Office (Spreadsheets, Presentations, Word Processing, Database, Drawing)
- **Relational Databases:** SQL Server (beginner)
- **Student Information Systems:** Banner, PowerSchool
- **Web-based Surveys:** LimeSurvey, Survey Monkey, Qualtrics, Web Surveyor/Vovici
- **Web Site Management:** Drupal, HTML, WordPress

SELECTED PUBLICATIONS

- Lund-Chaix, Alisha A. (2020, May). *Ready for the Classroom, Part III: 2019 Alumni and Employer Survey Technical Implementation Analysis*. Portland, OR: Oregon Association of Colleges for Teacher Education.
- Lund-Chaix, Alisha A. (2020, April). *Ready for the Classroom, Part I: 2019 Survey of beginning teachers*. Portland, OR: Oregon Association of Colleges for Teacher Education.
- Lund-Chaix, A. A., & Gelles, E. (2014). A cultural capital perspective of the effect of a government-voluntary sector partnership for enhancing access to postsecondary education. *Nonprofit and Voluntary Sector Quarterly*, 43(3), 436-454.
- Lund-Chaix, A. A. (2011, May). *Independent Undergraduates with Full Financial Need who Enrolled in Oregon's Colleges and Universities, 2009-10*. Eugene, OR: Oregon Student Assistance Commission.
- Lund-Chaix, A. A. (2009, December). *Sharing the Investment: The Effect of the Opportunity Grant on Students' Attendance Decisions and Aid Package, 2009-10*. Eugene, OR: Oregon Student Assistance Commission.
- Lund-Chaix, A. A. (2005). *Project forward: Making schools culturally safe*. Portland, OR: Portland State University, Institute for Nonprofit Management.

SELECTED PRESENTATIONS

Service Learning: From the Inside Out, and Back Inside Again

Professional Development Workshop, Alisha A. Lund
Al-Bayan International School
Hawally, Kuwait

January 26, 2021

Seeking the Wisdom of Oz: The Merits and Challenges of Mixed Approach Surveys

Methods Presentation and Discussion, A. A. Lund-Chaix
West Coast Nonprofit Data Conference
Las Vegas, NV

April 22-23, 2016

OACTE Alumni and Employer Survey Purpose, Process, and Challenges

Presentation and Discussion, Mark Ankeny & A. A. Lund-Chaix
Quality Teaching and Learning Summer Institute
Corvallis, OR

June 25, 2014

Who Benefits? The Redistributive Effect of a Voluntary-Government Partnership for Postsecondary Access

Paper Presentation, A. A. Lund-Chaix & Erna Gelles
Association for Research on Nonprofit Organizations and Voluntary Action
Alexandria, VA

November 18-20, 2010

Promoting Access with Mentoring, Volunteers, and Scholarships: Lessons from Oregon's ASPIRE

Research Presentation, A. A. Lund-Chaix
GEAR UP Northwest 2009 Conference
Spokane, WA

October 5-6, 2009

COMMUNITY SERVICE

- IMMIGRANT AND REFUGEE COMMUNITY ORGANIZATION**
Portland, OR
- Family and Community Engagement Services**
In-Home Tutor, 2012 to 2014
- Tutored middle-school student refugee in reading, writing, and math
 - Supported student's family in learning school engagement in the United States
- OREGON COLLEGE ACCESS NETWORK**
Eugene, OR
- Board of Directors, 2012 to 2013**
- Treasurer, Executive Committee
 - Prepared, distributed, and presented monthly financial reports
 - Developed and managed first organizational budget
 - Wrote and implemented organizational fiscal policies
 - Retained contracted employees for program management, event planning, and bookkeeping
 - Developed, administered, and analyzed statewide membership survey
- CALL TO SAFETY**
Portland, OR
- Board of Directors, 2007 to 2013**
Oregon's statewide domestic and sexual violence hotline, resource, and referral center
- Treasurer, Executive Committee, Finance Committee, Governance and Board Development Committee, Strategic Planning Committee
 - Reviewed monthly financial activities in detail, presented and discussed monthly financial reports
 - Part of leadership team to steer organization through economic crisis of 2008, ensuring all services remained intact while demand for services spiked
 - Facilitated board trainings in governance and fiduciary duties
- OREGON PROGRAM EVALUATORS NETWORK (OPEN)**
Portland, OR
- Program Planning Committee, 2009 to 2012**
- Planned day-long, conference for more than 100 evaluation professionals
 - Prepared and monitored event budget
 - Recruited and coordinated monthly training sessions
- PORTLAND NIGHT HIGH SCHOOL AT GRANT, PORTLAND PUBLIC SCHOOLS**
Portland, OR
- GED Instructor, 1999 to 2001**
- Administered General Education Diploma (GED) practice tests for socially vulnerable youth who had dropped out of school
 - Tutored reading, writing, math, and test taking skills
 - Advised students in resumes, career exploration, college, and financial aid
 - Maintained student attendance records
 - Coached graduate students from School of Education

MEMBERSHIPS AND PROFESSIONAL SERVICE

- **American Evaluation Association (AEA)**
Journal Reviewer, *American Journal of Evaluation*, 2011 to 2013
- **American Educational Research Association (AERA)**
- **American Political Science Association (APSA)**
- **Association for Research on Nonprofit Organizations and Voluntary Action (ARNOVA)**
Journal Reviewer, *Nonprofit Management and Leadership*, 2015 to current
- **Oregon Program Evaluators Network (OPEN)**
- **West Coast Nonprofit Data Conference**
Web Site Developer