

Curriculum Vitae

Proposed Role in the Project: Senior / Lead Evaluator

Type of Work: Contract / Term

Company: yours

Family Name: EARLY

First Names: S. Reed

DOB: February 9, 1958

Passport: Canada

Residence: BC, Canada

Education:

1985-1987 MA. SOCIOLOGY. University of Victoria, BC. Canada.

1982-1985 BA. CHILD AND YOUTH CARE. University of Victoria.

Language Skills:

English fluent speaking, reading and writing (1)

French semi fluent speaking (3) reading (4) and writing (4)

Membership in Professional Bodies

1990 to 2011 Canadian Evaluation Society, past president BC Chapter,
past BC representative on National Council <http://cesbc.ca>,

2000 to 2009 American Evaluation Association, Topical Interest Group member

Other Skills and Experience:

15 years of progressive responsibility in program evaluation

5 years at Office of Auditor General of BC conducting performance audits

15 years of demonstrated ability leading teams

10 years leading workshops on performance measurement, selecting indicators,
data analysis, and logic modeling

Present Position:

SENIOR ASSOCIATE – Nexus Consortium (2001) Inc, nexus.ca (1997 - present)
I am a founder of this consulting group and have played a leading role, including President, over its 10 year successful history conducting evaluations and research for government, institutions, business, and community agencies.

- ❖ Nexus offers these [Services](#)
- ❖ Nexus has served these [Clients](#)
- ❖ Nexus provides these examples of [Reports](#)
- ❖ Southern Interior Forest Extension and Research Partnership (FORREX) Preliminary Evaluation
- ❖ Surveyed Grade 12 Graduate Outcomes for School District 23 Career Programs
- ❖ Okanagan Social and Community Research Centre, Impact of Labour Market Transformations on Target Groups.
- ❖ Evaluated graduate outcomes and transition for Centre for Curriculum Transfer and Technology, BC MAETT
- ❖ Evaluated Wood Products Design Program for Kootenay School of the Arts
- ❖ Evaluated Enhancing Information Technology Skills for School District 23 Central Okanagan
- ❖ Repeatedly evaluated Community Action Program for Children for Health Canada - South Okanagan Region
- ❖ Created and published Evaluation Framework for BC Continuing Ed Deans and Directors Committee
- ❖ Evaluated Youth Services Pilot Plan and Safe Housing for Min. for Children and Families, Okanagan Region
- ❖ Created Regional Operating Plan & Performance Evaluation Framework for Min. for Children and Families, Okanagan
- ❖ Researched Institutional Self Study, Program Evaluation Okanagan University College

WORKSHOPS

- ❖ Conducted workshops on qualitative analysis for social work, Kelowna, 2003
- ❖ Co-lead seminar on Implementing Performance Management in the Public Sector, University of Victoria, 2001
- ❖ Lead workshop Using Knowledge Management to Improve Performance Indicators, CES Banff, 2001
- ❖ Delivered workshop Measurable Outcomes in Grant Proposals for Central Okanagan Interagency Network, 2001
- ❖ Delivered workshop Building Organizational Capacity for Performance Measurement, CES, Kelowna, 1998
- ❖ Contracted to deliver Qualitative Data Analysis Workshop for OAGBC, 1997 and for BC Agencies, 1996
- ❖ Provided professional development Outcomes Measures 1, 2, 3 series of workshops for agencies, Kelowna, 1996
- ❖ Lead workshop on Institutional Evaluation in Post Secondary Education, CES, 1991

Other Professional Experience:

PERFORMANCE AUDIT PROJECT LEADER – Office of the Auditor General of BC.
www.bcauditor.com, Victoria, BC. (2005 - 2010)

Audit Project Leader, audit selection, and the review of performance reports. I organized and lead professional development workshops, worked on the Wellness Committee, and employee fundraising campaign. My achievements are:

- ❖ Project Leader audit of [Working to Improve Access to Surgical Services](#)
- ❖ Co-Project Leader for the [Strengthening Accountability in British Columbia: Trends and Opportunities in Performance Reporting](#)
- ❖ Co-Project Leader for [Government's Post-secondary Expansion: 25,000 Seats by 2010](#)
- ❖ Reviewed performance reports by BC Ministries and Crown Corporations, 2006 and 2007

WORKSHOPS

- ❖ Delivered workshop on Qualitative Analysis for Auditors, 2007
- ❖ Facilitated hands on workshops Using Atlas-ti Software for Auditors and also for Solicitor General of BC, Police Services
- ❖ Delivered workshop on Selection of Performance Indicators for Community and Government Agencies, CES, Winnipeg, 2007
- ❖ Conducted workshop on using Qualitative Data Analysis in Community Research, CES, Winnipeg, 2007
- ❖ Delivered workshop on Program Evaluation: A Resource for Educational Professionals, BC School Personnel, Victoria, 2006
- ❖ Provided professional seminar Analyzing Text & Audio: Qualitative Data Analysis, CES/AEA Conf, 2005
- ❖ Delivered workshop on Audio Data Analysis Using Atlas-ti Software, CES/AEA Conf, 2005

EVALUATION SPECIALIST – Pacific Resources for Education and Learning
www.prel.org, Honolulu, Hawaii. (2002 - 2004)

I was hired as an educational evaluation specialist. My projects were contracted evaluations in Hawaii and the American affiliated Pacific. I was President of BC Chapter of CES at a distance during this time.

- ❖ Evaluated statewide Comprehensive School Reform, Hawaii Dept of Education, 2002-04
- ❖ Evaluated the Native Hawaiian Vocational Education Program, ALU LIKE Inc, 2002-04
- ❖ Reviewed the Regional Education Laboratory, Pacific CHILD Program, 2002-04
- ❖ Setup monitoring system for Guam LAGU after-school program
- ❖ Designed the evaluation of Supplemental Education Services, Hawaii Dept of Education, 2003-04

WORKSHOPS

- ❖ Presented evaluation and qualitative analysis workshops in Honolulu, Pohnpei (Micronesia), and Rota (CNMI), 2003, 2004
- ❖ Delivered workshops on Crossing Currents: Scenarios from Multi-Cultural Evaluations, CES Saskatoon, 2004
- ❖ Delivered workshops on Qualitative Analysis in Educational Evaluation, CES, Vancouver, 2003

PROFESSOR – University of BC - Okanagan, Kelowna (1987 – 2002)

I began as a sessional instructor in Sociology and over 15 years branched into teaching qual/quantitative research and evaluation in Nursing and Social Work. I also did research and evaluation on contract to UBC-Okanagan.

- ❖ Taught research, 3rd year Social Work Program 2000-02
- ❖ Taught qual/quantitative data analysis 4th year Nursing B.S. N. Program 1995-2002
- ❖ Taught Introduction to Sociology; Sex, Gender & Society; Media, Technology & Society, 1987-1993
- ❖ Conducted Institutional Self Study as Research Officer, 1990-91

Specific Experience in the Region:

USA – See Nexus experience above

Hawaii and Guam – See PREL experience above

Southeast Asia, Oceania, Africa : Travelled and volunteered 3 separate times

Publications:

Early, R, and Hammond, O, (Jan. 2004), “PD and Assessment Support Literacy Gains in Pacific Schools”, *Pacific Educator*, (3)1, Honolulu: PREL.

http://www.prel.org/products/paced/ian04/pr_htmlcontents.asp

Bowmar, B., R. Early, and G. Henderson. (2004). *Robson Valley Enhanced Forest Management Pilot Project: Project review (1999-2003) and performance measure development (2003-2008)*. Forrex-Forest Research Extension Partnership, Kamloops, BC. File Report04-02.

<http://www.forrex.org/publications/filereports/fr04-02.pdf>

Early, R, Bowmar B. and Homer, G. (2000) “A Performance Measurement and Evaluation Framework for Continuing Education”. *Canadian Journal of Program Evaluation*. Special Issue p149-162.

<http://www.evaluationcanada.ca/site.cgi?s=4&ss=21&lang=en&au=Early>

Bowmar, B, Early, R. and Homer, G. (1999). *Users Manual for Evaluation of Continuing Education and Contract Training*. Victoria: Advanced Education Training & Technology.

<http://nexus.ca/UsersManual.pdf>

References:

Available on request

Date Of Resume:

June 24, 2011

Other Skills and Abilities:

Proficiency with information technology tools including project management, word processing and spreadsheets

I am proficient in MS Project, MS Word, MS Excel, and Powerpoint among others. I took an advanced class in Excel offered by OAGBC

Progressive responsibility leading performance audits, program evaluation, including responsibility for planning, managing conducting and reporting.

I have over 15 years progressive responsibility program evaluation and audit. As principal evaluator I created proposals, wrote evaluation plans, designed evaluations, managed teams of up to six, conducted analyses, and wrote final reports.

Experience in project management.

I took the Project Management course at OAGBC. I have used Microsoft Project for 3 years including with my last employer.

Experience in the Public Sector is strongly preferred.

My experience includes 5 years in the OAGBC, 15 years in post secondary education, and a combined total of 20 years in public service.

Proven strong leadership abilities and skills including the abilities to mentor, coach and motivate staff

I have led teams of up to 6 researchers, data entry personnel, and analysts.

Ability to foster a team environment, promoting cooperation within and between work teams

I have presided over the executive council of the BC Chapter of Canadian Evaluation Society and built a strong team.

I taught university classes and received high instructor ratings from students.

Ability to contribute to strategic and operational planning

I have offered dozens of workshops over the past 15 years to government and agencies on software analysis, performance measurement, selecting indicators, data analysis, and logic modeling.

Ability to prioritize multiple, concurrent and complex tasks and projects while meeting quality assurance standards and required timelines

As an evaluation consultant I routinely managed four or five projects, along with the duties of writing proposals, running a business, and maintaining my professional responsibilities.

Excellent communication skills and abilities including making persuasive written and oral presentations to all levels in large organizations

I have written and presented countless proposals and final reports, including projects for super ministries (i.e. MCFD) and large institutions (i.e. UBC-O).

Strong relationship building skills to engage auditees

In the most recent audit project I engaged with managers from

collaboratively in the
audit/assessment process
and to anticipate and
minimize conflicts

**universities, colleges and the Advanced
Education Ministry.**