

# Juliette Shedd, Ph.D.

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## Education

### **Graduate Certificate in Computational Social Science, In Progress**

College of Science, George Mason University, Fairfax VA

### **Ph.D. Conflict Analysis and Resolution, August 2013**

School for Conflict Analysis and Resolution, George Mason University, Arlington, VA

### **M.S. Conflict Analysis and Resolution, August 2005**

School for Conflict Analysis and Resolution, George Mason University, Arlington, VA

### **B.A. Double Major Political Science and Psychology, May 1998**

Columbian College of Arts and Science, George Washington University, Washington, DC

## Professional Experience

### **March 2004- present, George Mason University/School for Conflict Analysis and Resolution, Arlington, VA**

Associate Dean for Administration (July 2008- present)

Director of Student Services (March 2006- July 2008)

Outreach Coordinator (September 2005- March 2006)

Undergraduate Program Specialist (March 2004- August 2005)

### *Academic Administration*

- Oversight over all elements of the functioning of a local academic unit including Student Services, Academic Operations, Budget & Finance, Human Resources, Physical Operations, Research
- Supervision of school staff in all areas
- Management of a \$4 million annual education and general fund budget: lead budget development process, maintain budget priorities, and make spending decisions in collaboration with Dean and relevant program coordinators
- Supervised budgeting and spending for additional grant funding of up to \$3 million dollars per year for the school
- Supervise development of course schedules and course delivery models including coordinating full time and adjunct faculty teaching assignments and making hiring decisions for part time faculty
- Serve as the only Associate or Assistant Dean for school of over 500 students
- Project manager of School's Academic and Retreat Facility

### *Academic Leadership*

- Serve as Acting Dean in the absence of the Dean
- Participation in Dean level University Planning Groups including task forces on Distance Education, Student Funding, and Executive Education
- Led school wide strategic planning process during unexpected transition between Deans including multiple stakeholder engagement process
- Lead author on School level strategic plan including integration of school level initiatives/priorities with University level objectives
- Representative for academic unit at University Graduate Council
- Serve on Mason Korea Academic Committee
- Representative to Graduate Admissions Re-design group and Strategic Enrollment Management Committee
- Led all aspects of the standup of Point of View, a research and conference center built and operated by the School including serving as main academic point of contact in the design and construction phase, oversight of all transition activities including outfitting of the site and designing administrative processes and procedures for operation of the facility. Construction cost was \$6 million. Average annual operating budget still in development.

### *Curriculum Development*

- At the request of the Provost, facilitated George Mason University's development of a Terrorism Graduate Certificate program including faculty input from multiple academic units and departments.
- Assisted in establishment of new undergraduate degree program in Conflict Analysis and Resolution including developing administrative structure, recruiting, advising students, recommending curricular changes
- Co-led development of a distance Master's program, phasing in Online courses over a 3 year period and directing resources related to course development
- Coordination of course offerings school wide and elective offerings
- Serve on PhD Program Committee and provide curricular and technical guidance
- Served as MS Program Coordinator 2006-2011
- Provide technical and curricular guidance to review and redesign of Master's curriculum
- Oversee and developed structures for experiential and field learning experiences
- Leadership over development of alternative course delivery formats

### *Teaching*

- Developed and taught CONF 240: Social Dynamics of Terrorism (later renumbered CONF 345)
- Co-Taught CONF 310 "Countering Violent Narratives" funded by a USDOS grant on countering violent extremism through Social Media
- CONF 340: Global Conflict Analysis and Resolution
- CONF 501: Introduction to Conflict Analysis and Resolution
- CONF 502: Intensive Introduction to Conflict Analysis and Resolution
- Co-Taught CONF 690: a year-long group capstone project working with a migrant community in Centreville
- CONF 720: Ethnic & Cultural Factors in Conflict.
- Developed and Taught CONF 758 "Social Dynamics of Terrorism" in a Distance Format

- Co-Taught CONF 795: Dying for an Ideology
- Co-taught CONF 797: Thesis Proposal;
- Guest Lectures for CONF 101,CONF 302; CONF 345
- Member of the Graduate Faculty, supervise and serve as reader of Thesis and Dissertation projects

#### *Accreditation and Academic Evaluation*

- Lead Author for 2015 Academic Program Review which required a self-evaluation of all academic programs and faculty as well as administrative functions of the school
- Led data collection and reporting from the school for Universities reaccreditation process
- Lead Author for 2010 mid-cycle Academic Program Review
- Responsible for Student Services and Alumni reporting for 2007 full Academic Program Review

#### *Academic Partnerships*

- Designed the administrative structure and implemented a dual degree program with the University of Malta
  - Negotiated budget and curricular agreements with partner university for setup and on a yearly operating basis
  - Provide orientation for dual degree students and course scheduling
  - Managed prospectus process for SACCS Accreditation
- Responsible for curriculum and implementation for a dual degree program with the Masters of Social Work
- Evaluation and decision making on other proposed partnerships
- Supported school implementation of undergraduate program on the Mason Korea campus

#### *Resource Development*

- Led school-wide resource development efforts in response to budget cuts
- School lead for participation in cross-unit executive education efforts
- Supported grant and contract budget development and administration- on average \$3 million in spending per year
- Worked with the Dean and Henry Hart Rice Chair on building program development for Point of View, provide support for Point of View development efforts
- Support fundraising for student scholarships

#### *Advising*

- Primary Academic Advisor to PhD program of over 100 students
- Previously primary academic advisor to start up undergraduate program developing advising materials and identifying how curriculum would be implemented
- Previously primary academic advisor to MS program of 250 students.
- Organized, planned, and supervised orientations for incoming classes of 15 PhD, 60 MS and 40 Graduate Certificate students each year
- Ensured all students met university graduation requirements and that admissions and academic affairs documentation met accreditation standards; worked with Registrar, Admission, Financial Aid, and Provost's offices to assist students with their academic careers
- Responsible for school level implementation of University academic policy

- Primary author of school level academic policy and procedures
- Assist Students in crisis from a variety of sources
- Trained in identifying students in trouble and in Suicide Prevention protocol
- Conduit for student issues for Provost level decision making

#### *Career Services*

- Created Career Services Office within School for Conflict Analysis and Resolution when Outreach Coordinator; responsible for strategic planning and designing career development programs
- Assisted individual students with identifying strengths/weaknesses and developing academic and experiential solutions/plans/goals, including career options/possibilities.
- Developed and maintained relationships with prospective student/graduate employers and internship providers
- Built innovative models for career development, including “career intensives”
- Created Alumni Services Office and enlisted alumni support for student programs: mentoring, career panels, career development programs, and internship programs

#### *Admissions & Recruitment*

- Strategic enrollment decision making and planning, oversight of school wide enrollment strategy, recruitment and implementation
- Implemented a streamlined admissions process for graduate students, supervised the processing of over 350 admission applications a year, including document handling, maintenance of processing system, and student notifications
- Worked with prospective students regarding career and educational objectives; presented the graduate admission process to panels of admissions professionals

#### *Public Relations/Outreach*

- Built relationships with international, national and local government agencies, non-profit, NGO, educational, and private sector organizations relevant to conflict analysis and resolution
- Designed recruitment and outreach materials

#### **July 2005- December 2008, Restaurant Management Solutions, Inc., Burke, VA**

President, Founder, and Training Director

#### *Training Courses and Certification*

- Certified Trainer for multiple nationwide food/alcohol safety programs, designed training classes and materials based on nationwide programs, adapted to specific training groups/sites
- Trained a wide variety of audiences representing a broad range of socio-economic and educational backgrounds
- Conducted certification testing in accordance with security and content requirements set by nationwide organizations
- Maintained licensure to provide training in Virginia, Maryland, and DC

### *Customized Training Programs*

- Identified clients' trainee skill level, current training programs' strengths, areas for improvement, and potential trainers and developed training plans specifically tailored to individual clients
- Provided classroom and on-the-job training to client's employees, and worked with client's in-house trainers to ensure consistent future training standards; provided long term guidance and recommendations
- Evaluated effectiveness of training program and made adjustments as necessary

### *Corporate Leadership*

- Served as Chief Executive Officer and Chief Financial Officer
- Contracted for services; hired and trained staff

### **May 2001- March 2004, HML Rose Inc., Washington, DC**

General Manager

Responsible for all aspects of business including: hiring, training, scheduling, ordering, customer service, food quality, employee issues for a multimillion dollar hospitality company with two restaurants in the D.C. area

### **Sept. 1999-May 2001, Special Foods, Springfield, VA**

Operations Manager

Responsibility for day-to-day activities of a mail order food company

## Publications

Accepted Chapter on Legitimacy of Extremist Groups in Peacebuilding, in forthcoming volume edited by Christopher Mitchell and Landon Hancock

"Is All News Good News: Media Coverage of Terrorism": PhD Dissertation, George Mason University, 2013.

"Contemporary Religious Violence in Europe", Religion and Violence: An Encyclopedia of Faith and Conflict from Antiquity to the Present, J. Ross ed, M.E. Sharpe, 2010.

"When Peace Agreements Create Spoilers: The Russo-Chechen Agreement of 1996": Civil Wars, April 2008.

"Iraq Policy in the Post-Bush Era": Journal of International Peace Operations, v. 3 n. 6, May-June 2008.

"Miscalculating Terrorist Intent": ICAR News, v.2 i.1. Jan-Feb 2008.

Letter to the Editor "Female Suicide Bombers" (International Herald Tribune, July 31, 2008)

"Understanding Female Terrorists: An Analysis of Motivation and Media Representation": Master's Thesis, George Mason University, 2005.

Research Assistant- Meta-Analysis of Identity and Threat with Dr. Landon Hancock- 2004

## Presentations

Upcoming accepted panel presentation on Legitimacy of Extremist Groups at International Studies Association in April 2016

“Conflict Resolution in Organizations” George Mason University Leadership Legacy. January 23, 2015

“Education as Peacebuilding” George Mason University Center for Global Studies Conference, September 12, 2015.

“Centered Listening and Speaking” George Mason University Office of Admission Professional Development Day. June 4, 2014.

“Understanding Female Terrorists: An Analysis of Motivation and Media Representation”: Presented to American Political Science Association Conference, August 2006

Connecting Conflict Students and Employers- Workshop Presented at the ACR Education Section Conference, March 2007

Careers in International Public Service- presentation at University of Maryland College Park, June – July 2006

Facilitated Fairfax County Peer Mediation Conferences at the elementary and high school level

Taking Mediation to College and Beyond- presented at Fairfax County Public Schools High School Peer Mediation Conference- November 2006 & 2007 & 2008 & 2009

## Grants/Sponsored Research

Co-Led CONF 310 “Countering Violent Narratives” funded by a USDOS grant on countering violent extremism through Social Media, Spring 2015

Technical Assistance 2014-2016 Indonesia Youth Leadership Program funded by USDOS

Took over as PI of \$300,000 grant from Swiss Ministry of Foreign Affairs at the departure of original PI

2012 & 2013 Co-Principle Investigator for Benjamin Franklin Summer Institute with Asia: a month long leadership exchange program for 45 students from Central Asia and the US (\$225,000 per year)

2011 Co-Director Benjamin Franklin Summer Institute with Asia funded by USDOS (\$225,000)

Submit average of \$750,000 in proposals a year

Serve as institutional PI as needed for School level grant funded projects

## Engagement Projects

Host 2014 & 2015 International Conflict Resolution Education Summit at George Mason University

Co-Led Applied Practice and Research Project working with immigrant day labor communities in Centreville, VA 2015-2016

## Achievements

Selected for the Inaugural Cohort of Mason's Leadership Legacy Program

2005 Presidential Management Fellowship Finalist- Office of Personnel Management, Washington, DC

National Merit Scholar

## Academic Service

Higher Education and Research Liaison for the Education, Research, and Training section of the Association for Conflict Resolution

Director of Scholarships, George Mason University Phi Kappa Phi Chapter

Reviewer for Peacebuilding

Reviewer for Peace and Conflict Studies

Fairfax County Schools Peer Mediation Steering Committee 2007-2013

Muskie Application Reader 2007

## Volunteer Responsibilities

Vice President Lake Braddock Orchestra Boosters 2014- present

Certified grade 9 youth soccer referee volunteering to serve as Team Referee for SYC Arsenal

Director (2015), Co-Director (2014), Cabin Lead (2013) Keene Mill Camp Al Fresco, bringing 150 elementary school students for a 3 day outdoor education program at YMCA Camp Letts

Treasurer BAC Tornadoes Travel Soccer 2010-2015

Youth Group Leader, St Peter's in the Woods 2009-2011