

Steven J. Harvey

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PROFESSIONAL SUMMARY

Results oriented individual with an entrepreneurial spirit and extensive experience in the areas of strategic planning; K-12 and higher education system operations, educational missions, and inter-connective relationships; staff supervision and development; organizational systems development and implementation; financial management and forecasting; cultivation of community, state, and federal collaborations; diversified revenue generation including foundation and governmental grants, contracts, and product sales; and research, evaluation, and publication seeking a leadership position that will benefit from an advanced, multi-faceted skill set, a passion for collaborative efforts across educational institutions and between education and community stakeholders, and over 15 years of educational and not-for-profit management experience.

- Strategic Planning
- Performance Management
- Community Collaborations
- State and Federal Collaborations
- Change Management
- International Operations
- Qualitative/Quantitative Designs
- Project Planning & Management
- Financial Management
- Budget Projections
- Evidence-Based Research
- Grant Writing & Reporting
- Business Development
- Longitudinal Research/Publications
- Staff Supervision & Development
- Engaging and Dynamic Presenter
- Database Management
- Professional Training/Teaching
- Federal/State/Local Advocacy
- Web Marketing/Development
- 14 Years Collegiate Teaching

PROFESSIONAL ACHIEVEMENTS

- Awarded, **40 Under Forty Award**, Business First Journal, Buffalo, New York, 2008
- Author federal, state, foundation, and corporate grant proposals that meet organizational goals and needs and directly contributed to efforts that raised over **\$17,717,700** for various agencies throughout WNY
- **Keynote Speaker**, Hilbert College Faculty Development Conference, 2011
- **Member**, WNY Regional Economic Development Council, Higher Education Workgroup
- Engage in strategic planning from concept to measurable outcomes and implementation, working with external consultant, board directors, and CEO to develop short-term milestones that lead to achieving long-term vision
- Invited Presenter, Riding the Wave of Professionalism in Early Childhood Education Conference, Singapore
- Recognized by the Harvard Family Research Project for the development of a multi-variable evaluation model
- Restructured organizational evaluation and research program resulting in stronger presentation of programmatic outcomes and leading to increased funding realized in following years, 2004
- Authored 2 winning national applications for Mutual of America Community Partnership Award and The Collaboration Prize, recognizing EPIC & 8 partners as one of the top community collaborations in the nation
- Principal Investigator for two US Department of Education multi-million dollar grants as well as institutional liaison with University at Buffalo, University of Missouri – St. Louis, University at Albany, Rutgers University, Columbia University, and Canisius College
- Played leadership role in strategic regional literacy initiative that culminated in five-year strategic Plan, universal programmatic logic model, and selection of multi-agency participant database tracking system
- Invited speaker for the Walking in the Footsteps of Giants speaker series at the University at Buffalo

EDUCATION

University at Buffalo, Buffalo, New York

Doctor of Philosophy in Sociology of Education (K-12), **Minor**: Higher Education Administration, 1997

Master of Education in Higher Education Administration, 1995

Bachelor of Science in Business Administration, **Concentrations**: Marketing and Human Resources, 1993

PROFESSIONAL EXPERIENCE

Western New York Consortium of Higher Education, Buffalo, New York

Executive Director, 2009 to Present

- Facilitate collaborative efforts between and among 21 colleges and universities; attract, engage, and retain students in the WNY region; and develop and promote economic development initiatives
- Oversee entrepreneurial initiative that establishes not-for-profit agency and corresponding systems, procedures, and strategic priorities in order to achieve economic develop and consortium-wide collaborative objectives
- Develop measurable outcomes and tracking systems that facilitate reporting to the board and full consortium membership, document success of the initiative, and report progress to principal funders
- Conceptualize, develop, and maintain web site that established the WNY region as a destination for students from across the nation and globe, creating an industry identity for WNY higher education in order to facilitate community partnerships and economic development and achieving 208,000 hits from 9 nations in first 2 months
- Research and recommend governance structure which ensures accountability and sustainable programming
- Identify regional initiatives by working with college presidents, chief academic officers, foundation officers, community and business leaders that align with the knowledge economy and regional development opportunities
- Create a staffing plan that fits with consortium objectives and allows for sustainability of the agency
- Manage all financial transactions, budgets, and forecasting as well as human resource issues/staff development

EPIC - Every Person Influences Children, Inc., Buffalo, New York, 2001 to 2009

Vice President of Research and Program Funding

- Oversee the generation of 80% of the revenue generation for \$3,500,000+ annual organizational budget including budget generation, financial forecasting, business development, and maximization of coverage of indirect costs
- Manage the international expansion of EPIC to Singapore, drafting memorandum of understanding/partnership agreement, business development proposal incorporating multi-national management plan, & research proposal

EPIC - Every Person Influences Children, Inc., Buffalo, New York, 2001 to 2009 (continued)***Vice President of Research and Program Funding***

- Manage national and state advocacy initiatives, presenting research outcomes, program content, implementation strategies, and collaborative initiatives to federal and state representatives in Washington DC and Albany
- Lead the executive team responsible for the development and implementation of the national expansion strategy, examining marketing, business development, public relations, financial capacity, & HR related issues
- Develop and implement marketing and public relations efforts that position EPIC with 3 strategic expansion opportunities: national network organizations, agencies with statewide presence, and other national partners
- Direct the EPIC Development Team that consists of cross-functional, upstate and downstate, and staff representation and is directed to achieve budgetary projections and goals set by national office
- Work with EPIC Board on strategic initiatives like marketing, public relations and strategic planning
- Authored and awarded \$8,710,000 in federal, foundation, and corporate grants between 2005 and 2006
- Oversee all company-wide grant compliance for federal, state, and foundation grants, ensuring that grant requirements are met, financial tracking is accurate, and outcomes-based evaluation is being conducted
- Principal investigator for organization, managing all research and evaluation activities for EPIC
- Supervise selection, purchase, installation, and implementation of comprehensive organizational database that houses donor, grant, and participant data that will be utilized to greatly enhance EPIC's unrestricted funding
- Supervise the selection, purchase, and implementation of foundation research program that will serve national office as well as individual regions and national expansion through county level targeted queries
- Manage multiple research initiatives and collaborations including but not limited to the University at Buffalo, Canisius College, University of Missouri, St. Louis, Rutgers University, and internal research staff and projects
- Maintain **all** responsibilities as the Director of Research and National Program Coordination

Director of Research and National Program Coordination

- Member of EPIC National Management Team, developing strategic initiatives and organizational goals in order to guide and measure annual performance, ensure future sustainability, and grow the organization
- Direct internal grant writing and statewide grant writing consultants, managing the internal and external activities of revenue generating operations accounting for more than 67.5% of \$3.8 million annual budget
- Manage the quality of implementation at 7 statewide Regional Offices, partnering with Regional Directors to effect positive changes in programming and enhance quality and consistency throughout the organization
- Direct community-wide collaboration for the US Department of Health and Human Services, leading coalition of five agencies attempting to increase the quality of early learning opportunities throughout Buffalo
- Direct the development activities throughout the organization, identifying, developing and implementing organization-wide funding campaigns in order to increase programs/revenue across New York State
- Perform financial projections/tracking, develop reports, and construct budgets for Regional operations
- Identified/cultivated research partnerships with 3 national research universities conducting research on EPIC
- Manage all research activities for multi-million dollar national organization, developing and implementing standard protocol that increased the accuracy of evaluation and demonstrated the efficacy of EPIC services
- Compile evaluation reports that connect effectiveness of programs to grant objectives and outcomes
- Conduct community-wide needs assessments in order to justify program funding requests, assess unmet community needs, and make recommendations on program development and expansion
- Conceptualize, develop and implement research initiatives for various programs in order to demonstrate effectiveness, examine non-traditional venues, and test delivery model modifications and enhancements

Director of Grant Compliance and Evaluation and National Programs Coordinator

- Managed all aspects of a multi-million dollar federal grant, the largest of its kind, that provided for the development, implementation, and continuation of resource centers in six cities across New York State
- Trained, supervised, and developed 25 professionals based in six cities across New York State, monitoring grant compliance, addressing personnel issues, and providing various trainings on goal attainment
- Networked with key U.S. Department of Education and NYS Education Department representatives in order to better understand and impact the implementation of the No Child Left Behind legislation
- Directed federal lobbying campaign that yielded support from 9 US Congressmen and 2 US Senators
- Trained managerial staff on appropriate tracking and data collection practices as well as writing reports
- Initiated marketing/outreach campaign that reached over 9 million people across New York State
- Researched, developed and implemented comprehensive training on federal legislation and its impact on program implementation, sustainability, and expansion of service delivery
- Ensured that U.S. Department of Education grant requirements were achieved and accurately reported
- Constructed Annual Federal Report that detailed quantitative and qualitative data

Career Planning and Placement, University at Buffalo, Buffalo, New York***Testing Administrator***, September 1997 to October 2001

- Conceptualized, developed and implemented curriculum for the Career Planning & Placement course, coordinating training and assessment of new instructors, marketing of class, and scheduling
- Co-authored proposal that secured Computer-Based Testing (CBT) center at the University at Buffalo, one of only fifty awarded in the United States by the Educational Testing Service
- Managed the finance and operations of the Computer-Based Testing center, adding \$70,000 in annual revenue
- Organized annual survey of graduates in Microsoft Access, attained a 40% response rate, analyzed data in SPSS, and developed a comprehensive report that broke down by individual department/professional school

Senior Development Associate, December 1999 to October 2001

- Trained university personnel on professional development issues, assessment tools, and advance technology
- Developed training for professional staff, detailing assessment tool, validity research, and interpretation
- Trained university faculty on the recruitment process for graduate students seeking academic and professional positions in and outside of higher education
- Trained national audiences to apply educational research and cutting edge recruitment technology in Philadelphia, Orlando, Cleveland, Baltimore, Washington, D.C., Norfolk, Houston, Albany, & Buffalo
- Re-organized the Graduate and Law School Fair by chairing a university-wide committee

Recruitment Coordinator, February 1997 to September 1997

- Coordinated largest recruitment program in New York State utilizing Resume Expert relational databases to manage hundreds of employer visits, recruitment schedules, and daily recruitment operations
- Trained and supervised professional support staff and student employees
- Marketed extensive resources to Fortune 100 and 500 companies; expanding the number of employers that utilized the recruitment program and increasing Fortune 500 recruitment
- Documented increased employer satisfaction with the University at Buffalo's recruitment program
- Developed employer and University relations by creating and implementing strategic marketing initiative
- Prospected, initiated, and maintained contacts with employers, developing lasting partnerships with employers
- Coordinated and participated in various programs including but not limited to: *mission development committee, work-study program coordinator, handout development, workshop committee, recycling program, and office registration video updating committee*

Career Planning and Placement, University at Buffalo, Buffalo, New York (Continued)**Career Development Associate** and **Student Employment/Internship Coordinator**, 1997 to 1997 & 1994 to 1995

- Developed a series of lectures on the graduate application process for the Ronald McNair Program
- Advised student athletes from the Division of Athletics on various vocational issues utilizing the Internet and other technological resources
- Served as *Generalist Counselor*, counseling students from all areas of study, administering and interpreting various assessments, coordinating hiring, training, and placement of department's work-study program, and developing professional presentations for orientation activities
- Developed technological workshops concerned with career opportunities and job search strategies

Office of the Vice President for Research, University at Buffalo, Buffalo, New York**Research Project Assistant**, August 1995 to January 1997

- Developed and maintained an industrial database that monitored the sponsorship of research activities for the University at Buffalo and its affiliated hospitals, conducting statistical analyses and generating reports utilized by the Office of the Provost
- Trained professional staff on complex database system and tracking of statistical data
- Organized reporting materials from affiliated hospitals to facilitate the analysis of sponsorship data
- Maintained the Research Quarterly Database, updating records, deleting entries, and printing reports

**UNIVERSITY &
COLLEGE
TEACHING**

- **Adjunct Faculty Member**: Buffalo State College, Graduate School of Education, 2004 to Present
→ *Sociology of Education* and *Historical and Philosophical Foundations of Education*
- **Adjunct Faculty Member**: University at Buffalo, Graduate School of Education, Department of Educational Leadership and Policy, 1997 to 2001
→ *Sociology of Education*, *Nature of Inquiry*, and *Foundations in Education*
- **Curriculum Coordinator**: University at Buffalo, UB 202, Career Planning Course, Fall 1999 to 2001

**CONFERENCE
PRESENTATIONS**

- Presenter, Eastern Association of College and University Business Officers, October 2010
- Presenter, WNY Consortium of High School Counselors, September 2010
- Panelist, WNY Association of College Career Centers, February 2010
- Presenter at the New York State Staff Development Council, *The Many Faces of Parent Involvement*, 2009
- Presenter at Early Childhood Education Conference, Singapore, August 2008
Creating High Quality Evaluation and Research Initiatives for Not-for-Profits
- Presenter at National Character Education Partnership Annual Conference, October 2008
Examining the Issues of Researching a District-wide Implementation of Character Education in a Large Urban School District While Maintaining Strict Research Protocol
- Presenter at the National Association of Student Personnel Administrators (NASPA) Conference, 1998
Presentation I: Virtual Career Services: A Look at Technology in the Career Services Area
Presentation II: Wheeling Through the Glass Floor: Career Planning for Students with Disabilities
- Presenter at the SUNY at Buffalo Graduate School of Education Annual Conference, Buffalo, 1996:
Paper Topic: Leveling the Playing Fields: An Examination of Gender Typing in Male and Female Physical Education Teachers
- Presenter at the Association for the Study of Higher Education 20th Annual Conference, Orlando, 1995:
Paper Topic: Masculinity Construction in Male Collegiate Volleyball Players
- Presenter at the American Educational Studies Association 27th Annual Meeting, Cleveland, 1995:
Paper Topic: Masculinity Construction in Male Collegiate Volleyball Players
- Presenter at the Conference On Student Government Associations (COSGA), Houston, 1993:
Presentation: How to Market Higher Education Concerns to the Nation

**RESEARCH
ACTIVITIES**

- US Department of Education Parental Information Resource Centers Grant, Principal Investigator for EPIC, University at Buffalo School of Social Work, 2006 to 2011
- US Department of Education Partnerships in Character Initiative, Principal Investigator for EPIC, Buffalo Public Schools, University of Missouri at St. Louis Collaborative, 2006 to 2010
- EPIC Liaison to Rutgers University and Prevent Child Abuse NJ, Examining the Impact of the Ready, Set, Read Family Literacy Curriculum, Quasi-Experimental Research Project, 2006 to 2011
- EPIC Quasi-Experimental Control Group Study, 2008
- Develop logic model for Ready, Set, Parent hospital-based initiative, detailing inputs, environment, outputs, and three levels of impacts/outcomes that highlight evaluation and research activities – IRB Approved, 2006
- EPIC Liaison to Columbia University, Examining the Impact of Parent Education on Post Traumatic Syndrome clients, Quasi-Experimental Research Project, 2005 to 2006
- EPIC Liaison to Research Institute on Addictions (RIA) NIH Grant, The Role EPIC Curriculum Can Play In A Therapeutic Counseling Environment, Quasi-Experimental Research Project, 2003 to 2004
- EPIC Liaison with the University at Buffalo Graduate School of Education and Buffalo State College Educational Foundations Department, 2003 to Present
- Developed assessment tool that evaluated New York State Distance Learning Initiative, Funded by The Verizon Foundation in partnership with EPIC and the University at Buffalo, 2002
- Year-After Survey of University at Buffalo Graduates, 1998, 1999, & 2002
- Faculty Perspectives on Student Retention and Academic Success, 2000

**PUBLICATIONS,
MANUALS, &
GUIDES**

- Tomasello, N. M., Kazi, M. J. F., Prabhu, S., Harvey, S. J., & Rittner, B. (2011). Ready Set Parent! Evaluation of a parenting education program in New York State. *The International Journal of Interdisciplinary Social Sciences*, vol 5, issue 9.
- Tomasello, N & Harvey, S. (January, 2010). The Just for Teens Program: A holistic approach to educating teen parents. New York State Association for Supervision and Curriculum Development Journal.
- Tomasello, N; Prabhu, S.; Kazi, M; Harvey, S; Wood, G (2009). Evaluating a Parent Education Program for At-Risk Parents with Substance Use Issues: A Focus on Family Outcomes. *Family Relations Journal*, Pending.
- Tomasello, N; Prabhu, S.; Kazi, M; Harvey, S; Wood, G (2009). Using Existing Data to Examine the Effectiveness of a Social Work Intern-based Program for At-risk Parents with Substance Use Issues. EPIC
- Kazi, M; Harvey, S; Tomasello, N; Varlo, J; Rhittner, B; Wood, G. (2009). Evaluation of ‘Ready Set Parent!’ and ‘Ready Set Read!’ Programs: Developing Effective Parenting Programs for Parents of Newborn and Young Children. Currently under review in top tier Social Work Journal.
- Harvey, S. & Wood, G. (Fall, 2007) Overcoming Practical Obstacles to Meaningful Program Evaluation. Harvard Family Research Project Quarterly News Letter.
- Wood, G; Nowak, C; and Harvey, S (Oct. 2007), “Meaningful Program Evaluation Practices under Conditions of Small Sample Size, Variable Participation and Uncontrollable Field Situations”, Refereed Proceedings of the 2007 International Teaching & Learning Conference, Las Vegas.
- Harvey, S. & Meyers-Rogerson, L. Measuring Success: A Four-Year Pilot Study of a Character Education Initiative. EPIC – Every Person Influences Children, Inc., Proprietary Position Paper.
- Building Your Child’s Success In School. EPIC – Every Person Influences Children, Inc., Contributor, 2002, Proprietary handbook distributed nationally, Buffalo, New York.
- Harvey, S. (2006) College to Career: How 4 years of college can determine 40 years of career, 3rd Edition. The Center for Educational and Career Advancement (CECA), Inc. Clarence, New York.
- Harvey, S. (2003) College to Career: How 4 years of college can determine 40 years of career, 2nd Edition. The Center for Educational and Career Advancement (CECA), Inc. Clarence, New York.
- Harvey, S. (2001) College to Career: How 4 years of college can determine 40 years of career. The Center for Educational and Career Advancement (CECA), Inc. Clarence, New York.
- Harvey, S. (2000) Beating the Odds: How the Select Few Earn a College Degree. The Center for Educational and Career Advancement (CECA), Inc. Clarence, New York. (*Out of print*.)
- Harvey, S. (Fall 1999). Hegemonic Masculinity, Friendships, and Group Formation in an Athletic Subculture. *Journal of Men’s Studies*. Harriman, TN: Men’s Studies Press. pp. 91-108 v8 n1.
- Ryan, D. & Harvey, S. (Winter, 1999). Meeting the Career Development Needs of Students with Disabilities. *Journal of Career Planning & Employment: National Association of Colleges and Employers*. pp. 36 - 40.
- Harvey, S. (1999) The Quality Job Search Guide Made Quick and Easy. The Center for Educational and Career Advancement (CECA), Inc. Clarence, New York.
- Harvey, S. (1999) Preparing for Success: The Best Way to Select a Major. The Center for Educational and Career Advancement (CECA), Inc. Clarence, New York.
- Harvey, S. (April, 1997). The Construction of Masculinity: An Examination of Adult Male Athletes and How They Continue to Construct Their Masculinity. Dissertation: University at Buffalo.
- Harvey, S. (Jan., 1997). The Construction of Masculinity in Male Collegiate Volleyball Players. *Journal of Men’s Studies*. Harriman, TN: Men’s Studies Press, pp. 131-151, v5 n2.
- Harvey, S. (1995) A Qualitative Research Manual used by Doctoral and Master’s students in the State University of New York at Buffalo’s Educational Leadership and Policy Department

HONORS

- Keynote Speaker, Hilbert College Faculty Development Day, 2011
- Speaker, Walking in the Footsteps of Giants, University at Buffalo, 2009
- Invited Member, NYS Parent Education Partnership, Steering Committee, Albany, New York 2009 to Present
- Awarded, 40 Under Forty Award, Business First Journal, 2008, Buffalo, New York
- Faculty Appreciation Award for Outstanding Teaching, Buffalo State College, December 2007
- Class Chair, Leadership Buffalo, Class of 2007, 2007 to Present
- Who's Who in the World, 2008 25th Silver Anniversary Edition, January 2008
- Who's Who in America, 2007 and 2008, 61st and 62nd Editions, January 2007
- Outstanding Young American Professionals Award, National Award, 2001
- Certificate of Recognition for Service, Committee for the Promotion of Respect for Diversity, 1998
- Students First Award for Outstanding Service, Division of Student Affairs, University at Buffalo, 1998

BOARD & VOLUNTEER WORK

- **Director**, Board of Directors, Computers for Children, **Chair: Development Committee**, 2008 to Present
- **Director**, Board of Education, Nativity of Mary School, 2009 to Present
- **Director**, Board of Directors, Kids 4 Community, 2010 to Present
- **Member**, Finance Council, Tuition Sub-Committee, Nativity of the Blessed Virgin Mary, 2006 to Present
- **Member**, Leadership Buffalo: Program Committee; Research Initiative; 2007 Class Chair; LB Chair's Council, and Education, Health Care, and Human Services Committee, 2007 to Present
- **Member**, Cradle Beach Smartest Company Event Planning Team, 2009 to Present
- **Member**, UB Leaders for Tomorrow, 2008 to Present
- **Head Coach**, Nativity of Mary Track Team, 2007 to Present
- **Assistant Coach**, Nativity of Mary Basketball Team, 2010 to Present
- **Volunteer**, Nativity of Mary Swim Team, 2009 to Present
- **Mentor**, REALM, Real Experience and Leadership Mentoring, University at Buffalo, 2006 to Present
- **Chairperson**, Development & Marketing Committee, Nativity of Mary School, 2004 to 2009
- **Member**, Legacy Fund, Nativity of the Blessed Virgin Mary, 2007 to 2009
- **Chairperson** and **Director**, Board of Directors, SafeWNY, Inc., 2007 to 2009
- **Chair**, Nativity of Mary, Alumni Relations/Membership Committee, 2007 to 2009
- **Chair**, Director of Advancement Search Committee, Nativity of the Blessed Virgin Mary, 2009
- **Member**, Diocese of Buffalo, Department of Education, Marketing Subcommittee, 2006 to 2007

RELEVANT EXPERIENCE

The Center for Educational and Career Advancement (CECA), Inc., Williamsville, New York
President/Founder, 1992 to Present, www.stevenharveyceca.com

- Expanded operations through strategic partnership with No Job Jitters international web site, providing expanded services, authoring over 20 articles, and strategizing on marketing and outreach to new markets
- Secured \$986,000 State grant for Early Childhood Direction Center (5-year grant)
- Secured \$500,000 State grant for Cradle Beach (\$100,000/yr. for 5+ years)
- Secured \$300,000 federal grant for Parent Network of WNY, 2008 to 2011
- Provide Not-for-Profit consulting on Grant Writing, Strategic Planning, Evaluation, and Research
- Utilize vocational theory to conduct educational and career consulting in the areas of career decision making, resume construction, career advancement, career change, business management, starting a business, job search strategies, college preparation, choosing a major, and returning to college
- Create books, guides, and assessments under the Center for Educational and Career Advancement (CECA), Inc. logo that concisely define strategies for educational and career advancement

Harvey Instruments Inc., Tonawanda, New York

Consultant, 1992 to 2002

- Trained President and Vice President on recruitment strategies and new internal communication flow
- Planned a corporate operations meeting that re-organized the company's administrative structure

CONTINUING EDUCATION

- Developing Human Research Protection Policies and Procedures for Institutions with Only an External IRB: Compliance with Regulations and More, 2009
- Analyzing Financial Statements for Not-for-Profit Organizations, Freed, Maxick & Battaglia, 2006
- Developmental Disabilities Education Seminar, People Inc., 2005
- Managing Grants with the Investor Model, United Way of Buffalo, 2004
- Developing Revenues from Grants and Donors, UB Institute for Nonprofit Agencies, 2002
- Managing People for Positive Performance Outcomes, UB Institute for Nonprofit Agencies, 2002
- Strategic Management in Nonprofit Organizations, UB Institute for Nonprofit Agencies, 2002
- Train the Trainer, EPIC – Every Person Influences Children, Inc., 2002
- Facilitator Training, EPIC – Every Person Influences Children, Inc., 2002
- Character Education Training, EPIC – Every Person Influences Children, Inc., 2002
- Advocacy Training, EPIC – Every Person Influences Children, Inc., 2002
- Meyers Briggs Professional Training, Spring 2001

COMPUTER

- **Development:** Results Plus and Foundation Center
- **Database/Statistical:** Access, FoxPro for Windows, and SPSS 9.0 (familiarity)
- **Microsoft Office:** Microsoft Word, Excel, Publisher, and PowerPoint
- **Internet:** Fission, FrontPage 2000, FrontPage Express, WS_FTPLE, HTML (basic), and EZ2Edit