

BARBARA J. BROWN

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EDUCATION

Harvard University Graduate School of Education Cambridge, MA
Doctor of Education in Administration, Planning and Social Policy. 1990

- Concentration in Management.
- Elected Class Marshal by graduating students.
- Student Commencement Speaker.

Stanford University, School of Education Stanford, CA
Master of Arts degree in Education, with honors. 1981

- Outstanding Teaching Award, Stanford Alumni Association.
- Appointed Class Marshal by Stanford School of Education faculty.

University of California, Santa Barbara Santa Barbara, CA
Bachelor of Arts degree in Political Science, with honors. 1978

PROFESSIONAL EXPERIENCE

LITA (Love is the Answer) San Rafael, CA
Executive Director August 2020 - present

- Served as chief executive officer for a nonprofit organization that improves the quality of lives for persons living in Marin long-term care facilities and at home by connecting residents with community volunteers for visits and activities.
- Coordinated fund-raising and development activities, including writing and submitting grant proposals and cultivating major donors.
- Worked closely with LITA Board of Directors to develop short and long-range strategic goals.
- Maintained programs that fulfill LITA's mission including: One to One, Pet Connections, Family Connections, Bridging Generations, Bridging Thru Music and added programs during the Pandemic for virtual park visits, YouTube channel entertainment/connection, collecting tablets and handwritten correspondence.
- Provided fiscal management, monitoring and maintaining the fiscal health of LITA.
- Recruited, hired and managed staff to coordinate volunteers and programs.
- Represented and promoted LITA within the Marin Community.
- Served as an advocate for older persons.

The Marin School*Head of School*

San Rafael, CA

July 2011-June 2020

- Served as chief executive officer, managing daily operations and academic program for student body ranging from 65-95.
- Hired, supervised, evaluated, promoted, and developed 45 faculty/staff members.
- Oversaw operations including admission and recruitment, marketing, fund-raising, and relations with all constituents.
- Received positive international news in more than 60 publications worldwide.
- Doubled inquiries and applications. Increased enrollment by 24% for three consecutive years.
- Led successful effort to raise \$750,000 to cover operations in 2013-2014 and over \$2 million dollars in 2014-2015. Received \$500,000 grant from prestigious foundation for capital improvements.
- Oversaw financial operations of the school, managing a 2.4 to 3.6 million-dollar budget.
- Developed close relationships with board, parents, faculty/staff, students, and administration.
- Increased faculty, staff, parent & student morale as measured by satisfaction surveys.
- Successfully negotiated new school site and relocated school from Sausalito to San Rafael. Refurbished new site. Secured buyer for \$5.5 million-dollar site.
- Led successful WASC accreditation process in 2013-2014, mid-cycle review in 2017, and prepared for WASC/CAIS accreditation visit in 2020.
- Successfully added eighth grade to 9-12 school in 2019.
- Created remote learning program with high satisfaction survey results from parents, students, faculty and staff during pandemic in 2020.

Mid-Peninsula High School*Director of Admissions*

Menlo Park, CA

August 2008-2011

- Responsible for developing and implementing a student recruitment and school marketing strategy that increased inquiries, applications, and enrollment by 56% at an independent high school, during a period of economic downturn.
- Managed student selection process for student body of 140.
- Administered financial aid program, with scholarships totaling over \$750,000.
- Participated as a key member of the Head's Administrative Team.

Menlo School*Middle School Director & Special Assistant to the Head of School*

Atherton, CA

June 2006-July 2008

- Responsible for academic program and day-to-day operations for enrollment of 220.
- Managed faculty/staff of 30 and hired new faculty/staff.
- Worked closely with the Middle School-Menlo School Association (MS-MSA), a parent organization with 200 parents that organized over 80 events.
- Built close working relationships with board, parents, faculty, and administration.

Oak Hill School

Eugene, OR

Head of School

2000-2005

- Increased standards of academic excellence for a K-12, college preparatory independent school with enrollment of 110.
- Led successful effort to raise 2.7 million dollars in a capital campaign to purchase land and buildings when there had been no history of giving.
- Dramatically improved reputation and image of the school.
- Managed all aspects of school's operations, including budget.
- Increased admissions by over 20%.
- Recruited, selected and retained an excellent faculty of 28-35.
- Worked closely with the Board, faculty, staff, parents, students and alumni/ae.
- Assisted in creating the Oak Hill Community Council, an active parent community group.
- Coordinated course offerings, teaching assignments, and schedules.
- Created and implemented new programs including Winterim.

The Oakwood School

Greenville,

NC

Founding Head of School

1996-2000

- Provided dynamic leadership to manage the creation of a K-8 independent school.
- Managed day-to-day operations of the academic program, specialist instruction, extended day program, enrichment activities and summer camp.
- Handled public relations, admissions, fund raising, scheduling and all operations.
- Developed and implemented an integrated and differentiated curriculum.
- Recruited, hired, supervised, evaluated and retained an excellent faculty/staff of 30.
- Served as Chief Financial Officer, organizing and overseeing annual and capital fund raising activities.
- Created comprehensive professional development and parent education programs.
- Developed admissions policies and conducted interviews for prospective families.
- Created a marketing plan including admission materials, web site, monthly newsletter and assisted in the creation of a video.
- Handled student disciplinary matters with diplomacy.
- Worked closely with the Board of Directors, an active Parent Service Association, and a variety of committees.
- Developed a strong rapport with students, faculty, staff, parents, Founders and Sponsors, other donors, and community members/officials.
- Quadrupled student enrollment and quintupled the size of the faculty in four years.

Catalyst Consulting Services

Newton, MA & Greenville, NC

President and Founder

1994-1996

- Assisted 42 families in the creation of The Oakwood School.
- Worked closely with colleges and universities on consulting projects.
- Assisted families in the college admission application and decision-making process.

Lasell College

Newton, MA

Assistant Dean of Academic Affairs and Assistant Professor

1992-1994

- Provided leadership in improving the quality of instruction by working with faculty to implement curricular plans for assessing learning outcomes.
- Assisted in planning and developing new academic programs and curricula.
- Created and implemented retention campaign “Life After Sophomore Year.”
- Designed and conducted faculty professional development workshops.
- Conducted research and wrote yearly reports on quality of college services.
- Created Advising Handbook and Part-Time Faculty Handbook.
- Directed and supervised senior Field Experience and Independent Study courses.
- Developed and taught courses in “Foundations of Ethical Development” and “Women’s Roles in Contemporary Society.”
- Served as active member of committees: Academic Council, Academic Standards, Curriculum, Executive, and Planning Committees. Chair of Coed/Merger Subcommittee.

While completing doctoral dissertation at Harvard, held several jobs 1985-1990:

- ❖ **University of California, Davis and UCD Medical Center;** Consultant, Staff Development and Professional Services
- ❖ **MGT Consultants,** Sacramento, CA; Management Consultant
- ❖ **Harvard Graduate School of Education,** Cambridge, MA; Research Coordinator, Office of External Relations
- ❖ **Harvard Graduate School of Education,** Cambridge, MA; Program Assistant, Programs in Professional Education
- ❖ **Harvard/Radcliffe Colleges,** Cambridge, MA; Admission Interviewer

Harvey Mudd College

Claremont, CA

Assistant Director of Admission and Financial Aid

1982-1985

Promoted from Admission and Financial Aid Counselor in 1983.

- Founded an admission office with two other professionals.
- Used state-of-the-art computing, generated personalized correspondence and created widely acclaimed publications.
- Developed a marketing strategy that increased inquiries by 58% and applications by 70%.
- Improved the quality of the entering class as measured by high school GPA, SAT and Achievement Test scores, rank in class and involvement in co-curricular activities.
- Coordinated National Merit project, whereby the number of National Merit Scholars increased nine-fold, placing Harvey Mudd first in the nation per capita.
- Coordinated project that increased the enrollment of women from 15% to 27%.
- Assumed organizational and managerial responsibilities including planning and executing mass mailings, writing publications, planning travel schedules, and coordinating events.
- Established strong relationships with students, alumni/ae, faculty, and administrators.

Santa Catalina School
Teacher/Head Class Advisor

Monterey, CA
1981-1982

- Taught United States history classes.
- Counseled and supervised 72 eleventh grade students.
- Headed residence hall of 43 students, acting *in loco parentis*.

Palo Alto Unified School District, Gunn High School
Teacher

Palo Alto, CA
1980-1981

- Taught American government classes with 30-35 eleventh and twelfth grade students.
- Led peer counseling group.

Boys Club of America
Program Director

Santa Paula, CA
1978-1979

- Created, implemented and publicized a program of activities in inter-club athletics, arts & crafts, and social recreation for a membership of 500. Trained & directed a staff of 12.

PUBLICATIONS

Brown, Barbara J. "Educating Gifted Students, Our 'Outside the Box Thinkers.'" Interview and Article by Rebecca Manis. [Education Update Online, 2019.](#)

Packer, Barbara Brown. "Irrigating the Sacred Grove: Stages of Gender Equity Development" *Feminist Academics: Creative Agents for Change*. London: Taylor and Francis, 1995. 42-55.

Packer, Barbara Brown. "Gender Equity for Women Professors at Research Universities." Diss. Harvard University, 1990.

Packer, Barbara Brown. "The Ripple Effect: Sexual Harassment Affects Us All." [University of California, Davis] 1990.

Packer, Barbara Brown. "Deference and Difference: Women in Academia." *Teaching at Davis* [University of California, Davis] 14.2 (1989): 1-4.

PRESENTATIONS

Brown, Barbara. The Marin School Annual Commencement Ceremony. San Rafael, CA. 2011-2020.

Brown, Barbara. "Adventurers and Pioneers." The Oakwood School Commencement Ceremony. Greenville, NC 3 June 2011.

Packer, Barbara Brown; Clare Cotton, President, Association of Independent Colleges and Universities of Massachusetts; and Joanne Hoffman, Head, Moses Brown School. "Making the Case for Tuition." Council for the Advancement and Support of Education, District One Conference. Providence, RI. 29 Jan. 1995.

Packer, Barbara Brown and Paula Lyons, NBC-WBZ News Consumer Edition. "Inside the College Admission Process." NBC-WBZ Six O'Clock News. Boston. 23 Dec. 1994.

Packer, Barbara Brown. "Living Life Thoughtfully." Lasell College Commencement Awards

Banquet. (Elected by the Student Government Association to be the speaker). Newton, MA 3 May 1994.

Packer, Barbara Brown. "The Vital Role of the Department in the Success of Women Professors." Paper presented at the Seventh Annual International Conference on Women in Higher Education. Orlando. 7 Jan. 1994.

Packer, Barbara Brown. "Building Your Career in Higher Education." Harvard Graduate School of Education. Cambridge, MA. 2 Dec. 1993.

Packer, Barbara Brown and Cathy Livingston. "Assessing Final Outcomes: Creating a Vision Out of a Nightmare." Presentation at the Northeast Region Academic Affairs Administrators Conference. Pittsburgh, PA 5 Nov. 1993.

Packer, Barbara Brown. "The Transformation of the Sacred Grove: Women in Higher Education." University of California, Davis. 1 March 1991.

Packer, Barbara Brown. "Reflections on the Harvard Experience." Commencement speech at the Harvard Graduate School of Education Degree-Granting Ceremonies. Cambridge, MA 7 Jun. 1990.

Packer, Barbara Brown. "Sexual Harassment on Campus." 114 presentations given to faculty, staff, and student groups at the University of California, Davis and U.C. Davis Medical Center. Mar. 1998-Oct. 1989.

Brown, Barbara and Carol Jacklin. "Equations for Equality: Counseling Women for Math-Based Careers." Paper presented at the 32nd Western Regional College Board Conference. Long Beach, CA. 26 Feb. 1985.

COMMUNITY SERVICE AND PROFESSIONAL AFFILIATIONS

- Founding Member of 100MARIN, 2015-present.
- Harvard Club of San Francisco, member, 2006-present; Harvard Club of Silicon Valley, member, 2006-2011; Stanford Professional Women, member, 2006-present; Stanford Club of Marin, member, 2011-present.
- Harvard Graduate School of Education Alumni Council, member representing West Coast, 2010-2016.
- Rotary International, member, Sausalito, CA 2012-2013, Menlo Park, CA from 2010-2011; and Eugene, OR from 2001-2006.
- Palo Alto Family YMCA Youth & Government Delegation Advisor, 2008-2010.

PERSONAL

- Interests: Dancing, film, cycling, rafting/kayaking, music, theatre, and photography.

Revised 7/15/2020