

ANNE HAYNER

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SUMMARY OF QUALIFICATIONS

- \$ MA degree and 30 years of experience in peace and justice studies
- \$ 27 years as a professional in the field of international education
- \$ Skilled in cross-cultural orientation and training, designing and running international programs
- \$ Able to juggle multiple tasks with competing priorities; productive in a fast-paced environment
- \$ Experienced in organization and system design; rigorous attention to detail
- \$ Persistent in the face of obstacles; creative in conflict resolution
- \$ Able to take initiative, recognize and solve problems independently
- \$ Experience living, studying and working in five countries; proficient in four languages (French, German, Hebrew, English)

PROFESSIONAL HISTORY

Kroc Institute for International Peace Studies, University of Notre Dame, Notre Dame, Indiana

Associate Director for Alumni Relations, 2012-present

- Design and implement alumni programming to serve and network 1400 alumni of the graduate and undergraduate peace studies programs in 70+ countries.
- Connect students, alumni and faculty to support research, teaching and job placement.
- Support professional development of graduate and undergraduate students.
- Support the curriculum of the MA program with cross-cultural simulations and trainings.
- Track alumni placement and development of careers in the field of peacebuilding.
- Identify yearly *Distinguished Alumni Award*; coordinate lecture, class visits and campus events.
- Facilitate alumni events on campus and around the world; administer alumni program budget.
- Research and publicize alumni achievements in online and print media.
- Develop on-line alumni networking tools (LinkedIn & Facebook groups, alumni map, listservs).

Associate Director for International Development and Alumni Relations, 2007-2012

- \$ Coordinated six-month international field placements for 20 graduate students each year.
- \$ Developed relationships with partner organizations in six countries to provide student internships.
- \$ Visited international field sites to evaluate internships and develop new partners.
- \$ Arranged visas, travel, housing, insurance, stipends, health and safety training, local coordinators and orientation for all field sites.
- \$ Coordinated with university offices (legal counsel, risk management, international student services).
- \$ Provided alumni programming to serve and network 800 peace studies alumni.
- \$ Initiated, scheduled and hosted alumni events on and off campus.
- \$ Created and administered alumni surveys with 70% response rate and analyzed alumni data.
- \$ Publicized alumni achievements and facilitated alumni networking.

Director of Student Services, 2006-2007

- \$ Developed and provided co-curricular services for 35 MA students and 160+ undergraduates. (workshops, discussion groups, simulations, and career development opportunities).
- \$ Planned and facilitated cross-cultural orientation and reentry programming for MA students.
- \$ Arranged stipends, insurance, travel scholarships and other financial support of MA students.
- \$ Provided support to students during field placements (insurance, travel, visas, career planning).
- \$ Assisted admitted students with travel, visas and logistical and academic questions.
- \$ Arranged and furnished housing for students near campus.

- \$ Oversaw course registration process for 200 students.
- \$ Coordinated closing ceremonies, graduation events, evaluation and reentry process for all students.

Director of Alumni Affairs, 2004-2006

- \$ Created and managed alumni website of over 30 web pages; profiled 70% of 400 alumni on line.
- \$ Launched a yearly *Distinguished Alumni Lecture* series and alumni visiting fellowships to highlight and support alumni activities and research..
- \$ Gathered and synthesized data on locations, positions and activities of 400+ alumni
- \$ Initiated major database redesign and expanded database of alumni information.
- \$ Promoted and facilitated alumni email listservs.
- \$ Disseminated news of alumni achievements and activities via web, email, and print publications.
- \$ Facilitated networking between alumni by location and interest areas.
- \$ Initiated student-alumni connections at international field sites.
- \$ Provided resume and job search training for current students and alumni for career development.

Administrator, International Scholars Programs, 1987-2004

- \$ Designed and implemented an innovative international graduate program in peace studies.
- \$ Initiated and expanded worldwide recruitment for MA program in peace studies to 160 countries.
- \$ Coordinated selective admissions process admitting 10% of 200 applicants yearly.
- \$ Communicated with incoming international students, arranged travel, solved visa problems.
- \$ Coordinated arrivals, housing, insurance and orientation for 20-30 new students per year.
- \$ Administered annual budget of \$500,000.
- \$ Raised \$400,000 in graduate program funding through grants to support 24 grad students.
- \$ Organized co-curricular activities, local trips, and community meetings for the graduate program.
- \$ Provided counseling, career development resources and re-entry training.
- \$ Planned and led yearly 10-day study trip to Washington DC and New York City for meetings with diplomats, activists, policymakers and scholars on peace and security, development, environment.
- \$ Facilitated alumni networking, created a database of alumni activities and locations, managed communications with alumni and provided web-based services and information.
- \$ Oversaw program transition to off-campus housing and merger of two programs into one.
- \$ Implemented transition of MA program from one year to two years.

Peace and Global Studies Program (PAGS), Earlham College, Richmond, Indiana

Peace Studies Program Assistant, 1985

- \$ Coordinated Cooley Peace Conference and Executive Meetings of COPRED (Consortium on Peace Research, Education and Development). Served as liaison between undergraduate and seminary peace studies programs.

Euroquipe, Ltd., Cork, Ireland

Office Manager and Translator, 1982-1983

- \$ Handled international communications and purchasing with supplier in five countries, in French, German and English. Organized and created office systems and computer applications for business. Hired and trained staff.

TEACHING EXPERIENCE

Peacemaking Praxis and Professional Development: Kroc Institute, Notre Dame, 2000-2004.
Development and application of students' analytical, organizational, speaking and writing skills to current problems facing diverse world regions and modes of operating as peacemakers.

Cross-Cultural Understanding: Kroc Institute, University of Notre Dame, 1991-2000.
Introduction to issues of culture, communication, conflict resolution, community-building and decision-making across cultures, including consensus and facilitation skills.

Pre-Employment Training: Freedom Flight Refugee Center, Grand Rapids, Michigan, 1987.

Conflict Resolution: Theory and Technique: Earlham College, Richmond, Indiana, 1985.

Teaching assistant for college and graduate level courses under Professor George Lopez.

English as a Second Language (ESL):

8 years experience (1979-1987) teaching in public schools, private tutoring, adult education and college ESL classes, in Grand Rapids and Ann Arbor, MI, Richmond, IN, and Germany

American Culture and Cultural English: Intensive American Experience Program of Setsunan University (Japan), Earlham College, Richmond, Indiana, 1984-1985.

INTERNATIONAL EXPERIENCE

Ireland: Cork, 1982-1983. Obtained work under the Work-in-Ireland Program. Studied Irish privately.

Germany: Munich, 1979. Completed 32-week course in German at the Goethe Institute in 19 weeks.

France: Paris, 1977. Translated scientific papers from French; lived with Vietnamese French family.

Israel: Kibbutz Ein Hamifratz, 1976 and 1977. Studied Hebrew intensively and worked on the kibbutz.

SKILLS

Languages: Proficient in German, Hebrew and French; familiar with Spanish and Irish.

Software: WordPerfect, Word, Eudora, PowerPoint, Filemaker Pro, Contribute, Fireworks

Relational database design and management: Filemaker Pro

Website design and maintenance: Contribute, Wordpress

Graphic design and photo editing

Listserv management and templates

Survey design with cultural sensitivity: Google Forms, SurveyMonkey

PUBLICATION

A New Voice for an Old Vision: Toward an Alternative Language of Security, Manchester College Bulletin of the Peace Studies Institute (vol. 16, no. 1-2), 1986.

INVITED LECTURES and CONFERENCE PRESENTATIONS**Invited lectures:**

- “Career Options in Peacebuilding” presented in several Introduction to Peace Studies Courses, University of Notre Dame, 2012-present
- “Educating Peace Practitioners” – Summer Institute for Peacebuilding, Kroc Institute, 2011-2014
- “Cheating or Sharing? Academic Ethics Across Cultures – Faculty workshop, Valparaiso University, May 20, 2013

Workshop Trainer: *Engaging International Alumni: A Pathway to your Institution’s Global Competence*, May 26, 2014. Four-hour workshop, NAFSA Annual Conference, San Diego

International Alumni Relations: Strategies and Best Practices

Chaired and presented session for CASE V Conference, Chicago, December 16, 2013

International Alumni Relations: Strategies and Best Practices

Chaired and presented session for NAFSA Region V and VI Conference, Indianapolis, Nov. 4, 2013

Presented poster, “Put Your Alumni on the World Map!” for two poster sessions:

Supporting Outreach and Engagement with Alumni and

Unique Uses of Technology and Social Media in International Education

NAFSA Annual Conference, May 31, 2013, St. Louis

and NAFSA Annual Conference, May 29 and 30, 2014, San Diego

Co-chaired Poster Fair: “*Supporting Outreach and Engagement with Alumni*”, NAFSA Annual Conference, May 31, 2013, St. Louis

Engaging International Alumni: Strategies and Best Practices

Chaired and presented session at NAFSA Annual Conference, May 28, 2013, St. Louis

Chaired Poster Fair: *“International Education to What End? Peace & Justice and Global Citizenship Revisited”*, NAFSA Annual Conference, May 30, 2013, St. Louis

International Alumni Relations and Advancement: Strategies and Best Practices
Chaired and presented session at CASE II, March 3, 2013, Pittsburgh

‘Cheating’ or ‘Sharing’? Academic Ethics Across Cultures, June 25, 2012
NAFSA Indiana State Conference, Notre Dame, Indiana

Chaired *Peace and Justice Poster Fair*, NAFSA, May 2012, Houston

Workshop Chair and Lead Trainer: *Academic Ethics Across Cultures: Preparing Your Students and Your Campus*. Four-hour workshop for NAFSA: Association of International Educators Conferences (40-60 paid registrants enrolled in each workshop). Presented 4 years: May 27, 2008 (Washington, DC), May 31, 2010 (Kansas City), May 31, 2011 (Vancouver), May 27, 2013 (St. Louis)

Proposed, organized and presented at the first peace and justice poster session at NAFSA:
“Fostering Peace through International Education on Campus and Abroad,” Minneapolis, June 1, 2007

‘Cheating’ or ‘Sharing’? Academic Ethics Across Cultures, May 26, 2006
NAFSA Annual Conference, Montreal, Canada

‘Cheating’ or ‘Sharing’? Academic Ethics Across Cultures, November 7, 2005
NAFSA Region VI Conference, Louisville, KY
Selected as ‘Best of Region’ and nominated for national conference presentation

Is Plagiarism a Universal Concept? Academic Ethics Across Cultures, April 8, 2005
NAFSA Indiana State Conference, Bloomington, IN

Academic Ethics Across Cultures, November 9, 2004
NAFSA Region VI Conference, Evansville, IN

The Role of International Educators in Fostering Peace and Justice, November 9, 2004
NAFSA Region VI Conference, Evansville, IN

EDUCATION

M.A. in Religion (Honors), 1985
Earlham School of Religion, Richmond, Indiana
Concentration in Peace and Justice Studies; MA Thesis: Toward a New Language of National Security

B.A. in Languages (Magna Cum Laude), 1981
University of Michigan, Residential College, Ann Arbor, Michigan
Individualized Concentration in French, Hebrew and German; Phi Beta Kappa

SERVICE

Board Member, Lisle International, 2008-present

- Board Secretary, 2012-present.
- Seed Grant Committee Chair, 2013-present
- Created grant funding website and redesigned grant application process.
- Supported grant funding applications of 4 Kroc alumni.

Co-founder, International Alumni Relations Member Interest Group, NAFSA, 2013-2014