

JEAN-CLAUDE M. NDONGO

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SUMMARY

- Instructor and Ph.D. candidate at the School of Public Administration at Florida Atlantic University
- Research: public procurement - public budgeting and finance - public policy - disasters resilience.
- Professional Experience in the private financial, government, and non-profit sectors.
- Fellow of the McKnight Doctoral Fellowship Program – Florida Education Fund (FEF).
- Fellow of the William Averette Anderson (Bill Anderson) Fund.

EDUCATION

Ph.D., Public Administration - Florida Atlantic University (*Expected Defense: December 2024*)

Certificate - Data Analytics & Visualization - University of Miami Boot Camp Program

Master of Business Administration (MBA) - Otterbein University

Bachelor of Science, Financial Management and Accounting - Franklin University

TECHNICAL SKILLS

Statistical Methods: linear regressions, logistic regressions, difference-in-differences.

Data Analysis and Visualization Tools: Stata, SPSS, Jupyter Notebook, Tableau.

Languages and Software: Python (Pandas, NumPy, Scikit learn), SQL, JavaScript.

Development and Version Control: Visual Studio Code, GitHub, GitHub Pages, APIs.

TEACHING EXPERIENCE

Fall 2024: Public Safety Systems (PAD 3893)

Florida Atlantic University

Role: Instructor of Record

Spring 2023: Public Management & Administration (PAD 3003)

Florida Atlantic University

Role: Instructor of Record

Spring 2021: Changing Environment of Society, Business, and Government (PAD 2258)

Florida Atlantic University

Role: Co-Instructor

Fall 2022 & Spring 2023: Cash Course-Building Financial Wellness

Florida Atlantic University

Role: Co-Instructor

PUBLICATIONS AND REPORTS

Menifield, C., Estorcien, V., **Ndongo, J.**, Quispe, P., McDonald, B. (2023). Retention and Recruitment of Minority Students and Faculty in Public Affairs and Administration Programs. *Journal of Public Affairs Education (JPAAE)*. <https://doi.org/10.1080/15236803.2023.2251338>

Ndongo, J. (2023). The HayWired HandShake Network. Diversifying HayWired Communication. U.S. Geological Survey (USGS). <https://hazards.colorado.edu/news/research-projects/diversifying-haywired-communications>

Wein, A., Campbell, N., **Ndongo, J.**, ... (2022). Connecting with Marginalized Communities to Improve Risk Communication. Diversifying HayWired Communication. U.S. Geological Survey (USGS). <https://hazards.colorado.edu/news/research-projects/diversifying-haywired-communications>

Ndongo, J. (2021). Prospective Analysis of the African Continental Free Trade Agreement: Opportunities for and Challenges to Economic Integration through Public Procurement. *African Journal of Public Administration and Management (AJPAM)*. AJPAMSAPA Special Edited Issue Vol. XXVIII No. 2 July-December 2021.

CONFERENCE PRESENTATIONS

COVID-19, Businesses Resilience, and Government Contracting: The Impact of the Paycheck Protection Program (PPP) on Public Procurement for Small Businesses in the United States. Presented at the 35th Association for Budgeting and Financial Management (ABFM) annual conference, October 26 – 28, 2023. Denver, Colorado.

The HayWired HandShake Network: A conceptual earthquake-focused network built on a partnership between the HayWired Coalition Partners, the San Francisco and Hayward chambers of commerce, banks, and minority-owned small businesses in the San Francisco Bay Area. Presented at the 48th Natural Hazards Workshop, July 9 – 12, 2023. Broomfield, Colorado.

Public Procurement and Gender. Presented at the 34th Annual Conference of the Association for Budgeting and Financial Management (ABFM), September 22-24, 2022. Miami, Florida.

Flipping the coin! Cryptocurrency as an innovative and postmodern approach to public administration in Africa. Presented at the 2022 Annual Conference of the American Society for Public Administration (ASPA), Section of African Public Administration (SAPA) Symposium, March 18 - 22, 2022. Jacksonville, Florida.

The Effect of Emergency Savings on Disaster Preparedness in the United States. Presented at the 2021 Annual Conference of the Southeastern Conference for Public Administration (SeCOPA), September 23, 2021. Virtual (COVID-19).

The Impact of the Paycheck Protection Program (PPP) on Public Procurement Programs for Minority-Owned Businesses in the United States. Presented at the 2021 American Society for Public Administration (ASPA) annual conference, April 9 – 15, 2021. Virtual (COVID-19).

The African Continental Free Trade Area (AfCFTA) Agreement and Public Procurement in Africa. Presented at the 2021 American Society for Public Administration (ASPA) annual conference. Section of African Public Administration (SAPA) 2021 Symposium, April 9 – 15, 2021. Virtual (COVID-19).

Do Government Incentives Foster or Create Transnational Entrepreneurship Opportunities for the Diaspora from Developing and Emerging Countries? Presented at the Florida Education Fund McKnight Doctoral Fellowship Mid-Year Research and Writing Conference, February 22, 2020. Tampa, Florida.

PROFESSIONAL EXPERIENCE

Florida Atlantic University School of Public Administration

Boca Raton, FL
Jan. 2023 – Present

Instructor

- Build curriculum for public management and administration courses.
- Teach online courses to at least 50 students per class using Canvas.
- Maintain regular communication with students and administration.

Institute for Diversity and Inclusion in Emergency Management (I-DIEM) Grants & Research

Tampa, FL
January 2024 – Oct. 2024

Global Program Manager

- Developed and managed the organization's global expansion to Ghana.
- Led a remote team comprised of a country director, a project manager, and a grant writer.
- Collaborated on grant writing, hazard mitigation research, and policy recommendations.
- Liaised with policymakers and academia to recommend climate resilience programs.

United States Department of the Treasury Bureau of the Fiscal Service

Washington, DC (remote)
July 2023 – Dec. 2023

Business Analytics Intern

- Reviewed the use of government spending databases in academic research.
- Designed and implemented surveys for users of government spending data (USASpending.gov).
- Wrote reports and recommendations based on quantitative and qualitative data analyses.
- Presented the results of my analyses and surveys to the Bureau's directors.
- Provided senior-level advice on policy interpretation of government spending data.

Florida Atlantic University Office of Student Financial Aid

Boca Raton, FL
Jan. 2022 – Aug. 2023

Supervisor & Data Analyst

- Contributed to the inception of the Office's outbound call center.
- Hired, trained, and managed a team of 23 student callers.
- Developed and maintained a call tracking database using MS Excel.
- Created metrics for callers' productivity and performance with MS Excel's data analytics tools.
- Performed quantitative and qualitative analyses of over 37,000 phone calls.
- Presented reports to senior management.
- Increased the center's output by 8% per semester.

United States Geological Survey (USGS)

Moffett Field, CA (Remote)

Research Consultant

June 2021 – Dec. 2021

- Collaborated on policy recommendations and reports for hazard mitigation.
- Conducted qualitative research on economic development initiatives for small businesses.
- Provided the agency with recommendations to assist disadvantaged small businesses in the San Francisco Bay Area with disaster resilience.

Institute for Diversity and Inclusion in Emergency Management (I-DIEM)

Tampa, FL (Remote)

Research Consultant

January 2021 – June 2021

- Retrieved and analyzed data from the CDC's COVID-19 Tracker.
- Researched the economic impact of COVID-19 vaccination policies on marginalized populations.
- Contributed to proposals for the implementation of vaccination drives in Virginia and North Carolina
- Provided recommendations on budgetary and fundraising strategies to I-DIEM's leadership team.

Florida Atlantic University

Boca Raton, FL

Graduate College

Aug. 2019 – Dec. 2020

Research and Teaching Assistant

- Co-instructed courses in the School of Public Administration and the College of Business.
- Graded assignments and proctored exams in person.
- Performed data collection from various sources and analyzed data using Stata.
- Developed, administered, and analyzed a survey for the School of Public Administration's Ph.D. program.

Heartland Bank

Whitehall, OH

Financial Consultant

Feb. 2019 – May 2019

- Maintained knowledge of financial markets conditions and industry changes.
- Met with clients to determine budgeting, insurance, and financial planning needs.
- Developed individualized plans and provided investment recommendations.

KeyBank

Westerville, OH

Banker and Relationship Manager

Aug. 2016 – Feb. 2019

- Managed \$4.2 million portfolio of investment assets.
- Implemented economic development initiatives through community outreach.
- Provided budgeting, financial, and investment advice to various clients.
- Acquired new individual and business clients through networking and sales activities.

AWARDS AND FELLOWSHIPS

McKnight Doctoral Fellowship - Florida Education Fund

(2019 – Present)

William Averette Anderson Fund Fellowship (Bill Anderson Fund)

(2020 – Present)

Graduate Diversity Fellowship - Florida Atlantic University

(2021 – 2022)

SERVICE AND MEMBERSHIPS

Florida Atlantic University – School of Public Administration

- Aug. 2023 to Present: Treasurer of the Association of Doctoral Students in Public Administration.
- Jan. 2022: Served on two search committees resulting in the hiring of two professors.
- Aug. 2020: Assisted with the design, administration, and data analysis of a state-mandated review and survey of the alumni of the Ph.D. program in Public Administration.

American Society for Public Administration (ASPA)

- 2022 to Present: Chairperson of the Fundraising Committee of the Section on African Public Administration (SAPA).
- 2020 to Present: Student Member.

Government Finance Officers Association (GFOA)

- 2021 to Present: Student Member.

The Institute for Public Procurement (NIGP)

- 2022 to Present: Student Member.