Amy Rubinson, PhD

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# Summary

* Proficient and curious researcher with expertise in relationship building and human interactions with a PhD in Education and human Resource Studies and a focus on informal STEM education and access for underrepresented groups, program evaluation and research, and mixed methods data analysis, as demonstrated by more than 150 survey analysis, 50 focus group and interview analysis, and 10 instances of document and social media analysis for program evaluation, community needs assessments, organizational development, and strategic planning.
* People leadership and development expertise, with an ability to adjust behaviors, staff, and priorities based on a changing environment, staff evaluations, and quantitative and qualitative data analysis, as evidenced by leadership of 10 teams, ranging in size from 3 to 29 people; and through development or optimization of 14 processes, dashboards or standard operating procedures on client intake, new client needs triage, data entry fidelity, expenses, feedback surveys, college and job applications, and informal STEM education delivery processes.
* Communications expertise with an ability to engage stakeholders–virtually or in-person, using surveys, games, and discussion questions–as demonstrated through leadership and development of 15 multi-organization and department teams, including 2 participatory research teams; and through more than 25 presentations and workshop facilitation.

**Program and people management expertise**

Gained as a Chief Program and Research Officer and Head of Data and Insights at Educate Tomorrow, Miami Florida/Hybrid; as a Graduate Student at Colorado State University, Fort Collins, CO; and as a Coordinator and Director for the Miami Science Museum, Miami, FL

* Financial acumen and with an ability to use data and observations to understand community needs and funding requirements as demonstrated by the receipt of $3,573,500 in grants over the course of 7 years.
* Expert communicator, working with multi-disciplinary colleagues and teams in other functional areas with research and data analysis expertise leading to 4 publications and 12 poster presentations in national conferences.
* Mentorship and leadership expertise guiding junior team members with an ability to manage diverse teams’ relationships, demonstrate and encourage self-learning, and provide timely and relevant feedback based on data as evidenced by planning and execution of 4 staff development programs, totaling 20 training days annually for 50 staff members.

**Research and evaluation expertise**

Gained as a Chief Program and Research Officer and Head of Data and Insights at Educate Tomorrow, Miami Florida/Hybrid and as a Researcher with Rubinson Consulting, Remote, Informing Change, Berkeley, CA, and Colorado State University, Fort Collins, CO

* Expertise with survey design and marketing, and quantitative and qualitative data collection and analysis including NViVo, SPSS, and Excel as evidenced by the analysis of a 5- and 20-year data set for program impact and determining factors.
* Flexible and versatile researcher and disseminator of knowledge with an ability to work independently and within a team to lead the completion of 1 book chapter, 4 journal publications, and more than 50 white papers and reports of survey, interview, focus group, and social media feed analyses.
* Research and evaluation expertise with an ability to analyze and develop qualitative and quantitative data collection tools, including surveys and protocols for observations, interviews and focus groups, as evidenced by the development and execution of 7 research and more than 50 evaluation projects, using data from surveys, focus groups, interviews, observations, and large public data sets.

# Education

## Ph.D. in Education and Human Resource Studies

## AI Certificate for Practitioners (in progress)

# Techniques, Technical Skills & Expertise

**Technical Skills**

Data Analytics / Excel

Gap / Needs Analysis

Mixed-Methods

Power BI / Tableau

Python

Survey Development

Quantitative / Qualitative Research

**Techniques**

Adaptive Leadership

Collaboration

Communication

Grant Writing / Admin

Mentoring / Coaching

Strategic Vision

Team Management

Timeliness

**Expertise**

AI / Machine Learning

Budget Management

College Readiness

Curriculum Planning

K-12 Informal Education

Nonprofits

Process Creation

Program Evaluation

# Affiliations, Awards & Hobbies

* National Association for Research in Science Teaching
* CANS Train the Trainer Certified
* Miami Dade County TRiO Advisory Committee
* American Public Human Services Association member
* *Teacher Tribute Initiative* award from Stanford University
* Life-long Learner, Outdoor, National Park, and Travel Enthusiast