

Christopher R. O'Brine

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Executive Summary

Multi-faceted, efficient & reliable executive professional with 10+ years of experience in education leadership and 13+ years of experience in education. Proficient in managing projects for large corporations like Chi St. Luke's and Miracle Ear, curriculum development & alignment, organizational leadership, training development and proven success in marketing & recruitment in higher education increasing graduate enrollment by 20% in two years. As an executive, budgeting and forecasting are skills that I possess along with the ability to present before peers, the community and others employing my skills in communications: interpersonal and written, proficient in all standard office desktop software, Blackboard, Touchnet, Banner/Ellucian, Flexreg and other computer software programs.

Professional Experience

March 2017 – Current

Sam Houston State University

Huntsville, TX

Executive Director 60X30 Online Initiatives

- Develop and implement an integrated marketing and strategic plan that communicates a clear and consistent SHSU Online Partnership identity to all internal and external constituencies with the objective of driving awareness and increasing enrollments in all university programs, Continuing Education and Correspondence
- Build and foster partnerships with universities, community colleges and the community at large to facilitate student recruitment and an all-inclusive Continuing Education program.
- Leads the strategy, development, design and production of recruitment content for SHSU Online, other departments and SHSU Online communications blogs and social media
- Work collaboratively with faculty and administrators toward professional development and enhancement of workforce development, undergraduate and graduate education
- Oversee the production of payroll for Correspondence and Continuing Education and human resources functions for hiring recruitment and Continuing Education personnel
- Foster partnerships across the university to position the institution for future enrollment success, envision, and advise personnel on enrollment goals
- Lead discussions, marketing and training for business clients in our professional services catalogue
- Develops departmental budgets and maintains accurate records of expenses and income
- Oversee admissions, financial aid, and registrar's office functions
- Oversee the development and professional development of staff
- Develop new training modules for business partnerships
- Lead, supervise and manage 12 employees

March 2013 – February 2017

Sam Houston State University

Huntsville, TX

Director of Continuing Education and Correspondence

- Building partnership with community colleges and the community at large to facility an all-inclusive continuing education program
- Liaison to campus wide community, satellite campuses, students and community
- Plan, organize, and market continuing education program on and off campus
- Strategic planning with Associate Vice President and Executive Director
- Develop, implement and monitor budgets for multiple departments
- Develop new training modules to obtain new business partnership
- Evaluate department activities to ensure goals are being achieved
- Design and implement course catalogue for department
- Design, write, and edit print material for department
- Prepare payroll reports for faculty and staff
- Student recruitment and enrollment
- Supervision and hiring of personnel
- Ensures and maintains lesson plans
- Coordinate textbook requirements
- Program planning with faculty
- Workshop development

July 2012 – February 2013

Sam Houston State University

Huntsville, TX

Assistant Director of Continuing Education and Correspondence

- Building partnership with community colleges and the community at large to facility an all-inclusive continuing education program
- Liaison to campus wide community, satellite campuses, students and community
- Plan, organize, and market continuing education program on and off campus
- Develop new training modules to obtain new business partnerships
- Evaluate department activities to ensure goals are being achieved
- Strategic planning with Associate Vice President and Director
- Design and implement course catalogue for department
- Design, write, and edit print material for department
- Assist with student enrollment management
- Prepare payroll reports for faculty and staff
- Supervision and hiring of personnel
- Coordinate textbook requirements
- Ensures and maintains lesson plans
- Program planning with faculty
- Workshop development
- Student recruitment
- Monitor budget

February 2010 – July 2012

Sam Houston State University

Huntsville, TX

Graduate Studies Coordinator

- Strategic planning with Vice Presidents, Associate Vice Presidents, Deans, Associate Dean, Directors and Assistant Directors

- Graduate liaison to campus wide community, satellite campuses, students and community
- Engaging the campus community in enrollment management initiatives
- Building relationships with other institutions and of higher learning
- Graduate Studies marketing, recruitment and retention
- Writing of commercial slots and print material
- Strengthen Graduate Studies image
- Supervision and hiring of personnel
- Program planning with faculty
- Designing print material
- Student recruitment

August 2006 – August 2009

Houston ISD

Houston, TX

School Improvement Facilitator – Contemporary Learning Center

- Model facilitation skills and healthy group practices in combination with the Professional Learning Communities (PLCs), Steering Committee, and Central office support team and workgroups
- Coach the steering committee workgroups and PLCs in facilitation skills, techniques for organizing effective meeting and healthy group practices
- Assists the principal in selecting and mentoring a high quality school staff
- Constant communication with the staff, site director, point person, principal, and central office support team to address all key issues
- Assist the principal in teacher evaluation and development, student discipline management, and the preparation of required reporting
- Comply with federal, state, and local laws and Board policies and procedures and other school district initiatives
- Act as mediator between workgroups, the school steering committee, students, and other staff
- Keep current on all program requirement and related information
- Strengthen instructional opportunities
- Provide a safe learning environment
- Cumulative Learning Profiles
- Increase student achievement/attendance
- Professional development
- College Access Counselor

December 2007 – May 2008

Houston ISD

Houston, TX

Interim Assistant Principal – Contemporary Learning Center *Assist*

the Principal in developing and implementing plans to:

- Comply with federal, state and local laws and Board policies and procedures and other school district initiatives
- Increase student achievement/attendance
- Strengthen instructional opportunities
- Provide a safe learning environment
- Increase graduation rates
- Provide student services

Assist the Principal in communicating, collaborating and building strong relationships with key stakeholders including:

Education

August 2007 – May 2016 Doctoral Student Educational Leadership	Prairie View A&M University	Prairie View, TX
August 2006 Master's Degree Education Administration	Sam Houston State University	Huntsville, TX
May 2000 Bachelor's Degree Speech Communication	Sam Houston State University	Huntsville, TX

Certifications

English Language Arts and Reading (4-8)
English Language Arts and Reading (8-12)
Principal (EC-12) PDAS Evaluator

Achievements

2014 – 40/40 Series Influential Award
2013 – Founders Day Committee Member (3 years)
2013 – Contract with LabCorp for Phlebotomy Students Internship
2013 – St. Luke's EPIC Training
2013 – Continuing Education move to online enrollment via Flexreg
2013 – Correspondence move to new LMS
2012 – University Marketing Committee (1 year)
2011 – SHSU's Recruitment and Retention Committee (2 years)
2011 – Increased Graduate Enrollment by 3%
2010 – Increased Graduate Enrollment by 18%
2010 – Designing of Graduate Studies first major recruiting piece
2009 – District Advisory Committee
2007 – CTE Audit Lead
2007 – Site Based Decision Making Committee
2006 – Outstanding Student in Education Administration Master's Program
2005 – Title I, IV, and V District Committee
2005 – District Evaluation and Improvement Committee
2004 – Journalistic Committee
2001 – United Way Campaign Manager – Raised over \$300,000

Seminars

2014 – Difficult Conversations
2014 – Leadership at Every Level
2014 – Customer Service Best Practices
2014 – Effective Conflict Resolution
2014 – Working with Diversity: E-Colors
2014 – Working with Diversity II: Gender, Generation, Race & Ethnicity, and Disability

2011 – TACAC
 2008 – Leadership Institute
 2008 – Continuous School Improvement
 2008 – JFTK – Best Practices Workshop Middle School
 2006 – Texas Association for College Admissions Counseling (TACAC)
 2006 – College Access Coordinator Training
 2006 – Texas School Improvement Conference
 2004 – Successful Educators (2-years)

Presentations

2011 – The Orange Cow (Unique Marketing Principles)
 2008 – Effective Classroom Management and Teaching & Learning
 2008 – CTE and Academic Integration
 2008 – Nonlinguistic Representation
 2008 – Setting Objectives and Providing Feedback
 2008 – The Ten Student You Will Meet
 2007 – Curriculum and Instruction
 2007 – PDAS Training for Teachers (2 – years)
 2007 – Developing a Research Pipeline: Increasing the Special Education Knowledge Base
 2007 – Thirteen Virtues We All Need
 2006 – Marzano’s Instructional Strategies

Publications

Segregation through Brown vs. the Board of Education: A setback or Landmark Case ERIC – (ED499169)

Christianity vs. Ayn Rand: An Exploration of Objectivism through Atlas Shrugged (The Lamar University Electronic Journal of Student Research Volume 8, Summer 2008)

Projects

Invited Working Committee Team Member as a PhD Student in Educational Leadership for Educational Programs: Graduate Programs Compliance Certifications Committee for the Southern Association of Colleges and Schools (SACS) Reaffirmation of Accreditation Process – 3.62 Comprehensive Standard 3.62 and the Core Requirement 2.7 for the College of Business, College of Education, College of Engineering, College of Juvenile Justice and Psychology, College of Nursing, College of Agriculture and Human Sciences, School of Architecture, College of Arts & Sciences, **Graduate School, Prairie View A&M University – The Texas A&M University System, Fall 2008**

Computer Skills

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|---------------------------|-------------------|
| • Microsoft Office Suites | • PeopleSoft |
| • Chancery | • Banner/Ellucian |
| • Touchnet | • Flexreg |
| • Blackboard | |

Affiliations

New Bethel Baptist Church Youth Coordinator

Kappa Alpha Psi Fraternity

Habitat for Humanity