



THERESA K. WERNIMONT

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Teaching Strengths

Interdisciplinary Learning

Curriculum Development

Transparent Design

Instructional Strategies

Active Learning

Inclusive Practices

Assessment Techniques

Management Strengths

Written & Oral Communication

Leadership & Motivation

Negotiation & Conflict Resolution

Infrastructure Design

Performance Evaluations

Employee Training

Budget Preparation

Project Management

Financial Analysis

Business Plan Development

Professional Profile

An experienced management and education professional with consulting, undergraduate teaching, and postgraduate program support expertise. Supervisory experience in operations, human resources, and finance; with a broad background in writing including company policies, procedure manuals, technical specifications, grant proposals, marketing brochures, articles for trade publications, and development of educational programs for legislative initiatives.

Academic Instructional Experience

Senior Lecturer - Colorado State University, Fort Collins, Colorado 2008-Present

Teach BUS300 - Business Writing and Communication, an undergraduate AUCC-2 and gtPathways CO-3 course, in the Department of Management (College of Business). Establish learning goals and objectives; select textbook and learning management systems; develop assignments and grading criteria, and evaluate student performance. Prepare session content, including integrating ethics lessons as a Daniel's Fund Ethics partner, and deliver lectures. Supervise undergraduate and graduate teaching assistants.

Course Coordinator - Colorado State University, Fort Collins, Colorado 2013-Present

Responsible for continuity and curricular consistency in complying with the gtPathways CO-3 objectives determined by the Colorado Commission on Higher Education. Provide support to new faculty including setup of textbook publisher's learning management system and CSU's Canvas shells, syllabus language, assignment instructions, in-class exercises, homework options, grading guidance, and lecture notes/slides as requested by instructors. Collect data and write Assurance of Learning reports for accreditation purposes.

Section Coordinator - Colorado State University, Fort Collins, Colorado 2007-2014

Served as online instructor and key point of contact between students in multiple courses and lead professors in distance-learning MBA program. Responded to all student questions; evaluated student performance and assigned grades for the following courses: BUS 620-Leadership, Motivation & Ethics, BUS 621-Tools for Decision Making, BUS 625-Business Communications, BUS 626-Management of Human Capital, BUS 635-Business Economics for the World Market, BUS 655-Marketing Management, BUS 660-Ethical, Legal, and Regulatory Issues, and BUS 665-Strategic Management Capstone.

As *Lead SC* for BUS 621, 625, 626, 635, and 665 was responsible for logistics associated with administering course content through online learning management systems; developed best practices for communicating with students; partnered with lead professors to develop curriculum, create assignment instructions and grading rubrics; supervised and trained other Distance Section Coordinators, and monitored grading consistency across sections. As *Campus Section Coordinator* for BUS 621, BUS 625, BUS 635, and BUS 665 performed the same "*Lead*" duties for on-campus students; plus, selected guest speakers and occasionally substituted as lecturer for lead faculty.

Management Experience

Director - Sustainability, Ethics & Entrepreneurship Conference (SEE) 2013-2015
Colorado State University, Fort Collins, Colorado

Responsible for all processes necessary to execute a successful academic research conference and represent the interests of the organizing institutions-University of Denver, University of Northern Colorado, University of Colorado, University of Wyoming, and Colorado State University. Coordinated volunteer activities, supervised academic research submission and review process, handled logistics such as selecting hotels and shuttle services, created schedules, secured speakers, planned and executed activities, created marketing messages, supervised website maintenance, prepared budgets, wrote grant proposals to secure funding, and reviewed applications for professional development grant recipients. Managed the Conference through the critical start-up years, and created organizational charts, filing systems, and instructions to ensure continuity

Accomplishments:

- Attracted attendees from over 22 countries and 135 institutions
- Secured \$63,000 from Kauffman Foundation and Society for Advancement of Management Studies
- Awarded \$25,000 in grants to late-stage doctoral candidates and early-career faculty to attend professional development workshops
- Maintained coalition of organizing institutions

Officer - Colorado Sash & Door Inc., Fort Collins, Colorado 2005-Present
President - Colorado Sash & Door Inc., Fort Collins, Colorado 1991-2005

Built a successful manufacturing, distribution, and subcontracting company specializing in historic restoration and sustainable design for commercial construction, custom residential and remodeling markets. Gained experience in all areas of operations including project management, supply chain logistics, and quality control. Collaborated with insurance agents and worker's compensation providers to implement risk management procedures. Developed job descriptions, policies, and procedures for all areas of the company. Managed human resources including hiring, training, and performance reviews. Wrote specifications for architects, responded to requests for proposals, assisted clients with grant proposals to apply for funding and tax credits from various government agencies, and developed presentations for landmark preservation commissions. Developed marketing materials and trade show exhibits. Maintained client relationships and directed sales staff, supervised accounting functions, established relationships with lenders and bonding agencies, and managed financial and legal administration.

Accomplishments:

- Successfully developed a full corporate infrastructure
- Opened offices in Northern Colorado, Denver, and Steamboat Springs
- Built company from 3 to 80 employees
- Nominated for BBB Torch Award 2004 for ethical business practices
- Received ASAC "Subcontractor of the Year" 2005
- Appointed to Kolbe and Kolbe's Distributors Council
- Represented company in various trade associations
- Created workshops for Colorado Preservation, Inc.
- Served on CSU's Construction Management Internship Advisory Board

Consulting Experience

Writing Consultant - Appendance, Inc., Fort Collins, Colorado

2018-Present

Develop and deliver and customized writing workshops for various non-profit organizations, government agencies, and businesses. Evaluate samples of correspondence and reports and provide one-on-one feedback; create templates; examine protocols, and offer recommendations to enhance written and oral communication.

Other consulting experience includes reviewing business plans for start-up ventures, facilitating strategic planning for non-profit organizations, revising policies/procedures for companies, and creating educational programs for trade associations.

Education

Master of Business Administration, Colorado State University

Accomplishments:

- Winner of LEAD (Leadership, Excellence, and Academic Distinction) Award 2007
- Member of Phi Kappa Phi
- Member of Beta Gamma Sigma

Bachelor of Science - Business Management, Colorado State University

Professional Affiliations & Service

Current:

- Academy of Management - Member
- Association for Business Communication - Member
- Council of Writing Program Administrators - Member
- National Council of Teachers of English - Member
- College of Business People Committee - Member
- CSU Faculty Council Committee on Teaching and Learning Task Force to review institutional learning objectives - NTT representative

Past:

- American Subcontractors Association of Colorado (ASAC) - Board Member 2001-2006
- Government Relations Committee, (ASAC) - Chair
- Accomplishments:
 - ◆ Volunteer lobbyist at the Colorado State Legislature 2003-2009
 - ◆ Chaired the Colorado Construction Reform Coalition 2004-2006
 - ◆ Successfully lobbied on behalf of state legislation applying the standard of comparative negligence to contracts; signed into law April 11, 2007, by Governor Bill Ritter.
- National Risk Transfer Task Force, American Subcontractors Association USA - Board Member 2002-2005
- CSU Construction Management Internship Advisory Committee - Board Member 2000-2004
- American Institute of Architects - Professional Affiliate 1992-2005
- Kolbe and Kolbe Millwork, Inc. Distributors Council - Board Member 2002-2004