

Tracy Schiffmann

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KEY SKILLS AND ABILITIES

- Innovative, evidence-informed program development
- Adult education curriculum development, instructional design and training
- Adult education teacher training, coaching and supervision
- Special expertise in integrated community college curricula
- Persuasive writing, speaking and presenting
- Facilitation and leadership, especially with resistant participants
- Organization and administration in programs for marginalized populations
- Social service provision, training development, and staff supervision
- Award-winning adult education leader and teacher

EDUCATION

Ed.M. Adult Education, Oregon State University

B.A. Social Welfare *magna cum laude*, Phi Beta Kappa, University of California, Berkeley

CURRICULUM AUTHORSHIP

- “Parenting Inside Out” (first author, positive findings in a NIH research study)
- “Parenting Inside Out Coach Manual”
- “Road to Success: The Oregon Transition Curriculum” (re-entry curriculum for Oregon Department of Corrections)
- “Parenting Excellence for Teen Parents” (for Portland Public Schools)
- “Family Involvement Matters” (Systems change for Oregon School Districts)
- “LIFE: Lifelong Information For Entrepreneurs” (Mercy Corps NW entrepreneur’s curriculum for incarcerated women)
- “Two for the Road: A Domestic Violence Prevention Program for Couples During Emerging Adulthood”
- “Friends of the Children New Mentor Training” (National Friends of the Children)
- “Friends of the Children Supervisor’s Training” (National Friends of the Children)
- “Reducing the Trauma of Initial Investigation, Removal and Placement in Child Abuse Cases” (for first responders)
- “Healthy Families” (a couple’s violence prevention curriculum)
- “Transforming Schools the Caring Way” (school culture and climate change curriculum revision for Eunice Kennedy Shriver’s National Center for Community of Caring, used in 1400 schools in the US and Canada)
- Oregon Child Development Coalition Pre-service Training

PROFESSIONAL EXPERIENCE

Tracy Schiffmann Consulting, Inc. 2007 – Present
Owner, Instructional Designer, Coach and Trainer Portland, OR

Write curricula, conduct train-the-trainer and coach in instructional strategies for adult learners in the human services and education fields. Clients have included Oregon Social Learning Center, Eunice Kennedy Shriver's National Center for Community of Caring, Gateway to College National Network, Oregon Child Development Coalition, Mercy Corps Northwest, Volunteers of America, National Friends of the Children, Pathfinders of Oregon, Children's Justice Alliance, SE Works and Portland State University (PSU) School of Education and PSU School of Social Work.

Facilitator training and coaching has included workshops in instructional design and platform/presentation skills training for subject matter trainers, active and collaborative teaching strategies, integrated curriculum design for college faculty, college classroom management, as well as training specific to teach authored curricula. Instructional coaching includes classroom observations and feedback for faculty at five community colleges around the US (Oregon, Ohio, Texas, North Carolina and Arizona).

Children's Justice Alliance and Pathfinders of Oregon 2004 – 2007
Instructional Designer, Trainer and Teaching Coach Portland, OR

Designed and delivered "Parenting Inside Out" facilitator trainings across the state within the Oregon Department of Corrections (ODOC). Coached and mentored teachers in classroom delivery and presentation skills. Provided classroom oversight for a National Institute of Mental Health/Oregon Social Learning Center five-year randomized controlled trial (RCT) on the impact of the parenting curriculum on incarcerated parents and their families. Conducted teacher observations and delivered written evaluations.

Consulted on curriculum. Prepared and delivered ongoing staff training related to the evidence base on adult learning theory. Represented the parenting program in national and international conferences and statewide meetings. Assisted with development of new community-based programs. Developed and delivered training for those programs, related to the advocacy work of the Children of Incarcerated Parents Project, through the Children's Justice Alliance and the Oregon Social Learning Center.

Oregon State University Adult Education Master's Program 2005
Instructor Wilsonville, OR

Designed and delivered a three-unit graduate level course in Learning Theories to adult learners enrolled in the program. Designed group processes, personalized instruction, and facilitated learning activities. Mentored and coached in lesson design and the development of a personal philosophy of teaching and learning founded on current research and theory. Graded papers, gave feedback, designed and monitored Blackboard technology site for course discussion, posted grades.

Oregon Social Learning Center (OSLC)
Instructional Designer and Supervisor

2002 – 2004
Eugene, OR

First author of the 90-hour prison parent education curriculum, "Parenting Inside Out". Curriculum was studied in a randomized controlled trial and found to have findings with positive impacts on recidivism and parent functioning. Designed and delivered a three-day facilitator training for the "Parenting Inside Out". Interviewed, hired, trained and supervised the interventionists for Oregon state prisons during the course of the research study.

Clark College Family Studies Program
Adjunct Faculty

2001 – 2002
Vancouver, WA

Instructor for Parent/Toddler class. Monitored and facilitated completion of credit options for families enrolled in the "Educare" program. Prepared and presented workshops for families.

Contract Trainer
Parent Education Instructor and Staff Trainer

1994 – 2002
Vancouver, WA

Trained workshop leaders in the "Preparing for the Drug Free Years" (now "Guiding Good Choices") curriculum for Hawkins' and Catalano's Developmental Research and Programs (University of Washington). Taught parenting for YW Housing and Washington State Department of Corrections for two and a half years. Taught a variety of parenting curricula for Washington Department of Children and Family Services, Vancouver School District, Head Start of Clark County, Operation Homestretch. Guest speaker at Clark College and Portland State University for Growing Up Again facilitator training.

Clark County Head Start Therapeutic Child Development Program
Family Service Worker and Supervisor

1992 – 1993
Vancouver, WA

Case management for at-risk Head Start families. Duties included supervision of teaching staff, weekly home visits, parenting education, risk assessment, medical care tracking and follow-up, multi-disciplinary team meetings, coordination of services with other community agencies, extensive record keeping and report writing, Family Needs Assessment, and community resource referrals.

City of El Cerrito
Children's Services Supervisor

1983 – 1985
El Cerrito, CA

Developed and monitored a \$200,000 budget for the City's school age childcare, summer day camp, nursery school, and infant/toddler exercise programs. Interviewed, trained and supervised 45 staff members. Developed written training materials and conducted in-service workshops. Wrote grant proposals. Served as Assistant Editor for the local district's California Park and Recreation Society newsletter.