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Education:

Ph.D.	Auburn University, Auburn, AL	Defended: December 2003
	Management - Management of Information Technology & Innovation	Awarded: May 2004
	Dissertation Title: Organizational Strategies to Address Stakeholders: A Customer Portal Perspective	
	Dissertation Committee: William R. Boulton (Chair), Terry A. Byrd, and Thomas Marshall	
M.B.A.	Florida Atlantic University, Boca Raton, FL	1997
B.A.	Business Administration, Palm Beach Atlantic College, West Palm Beach, FL	1988

Academic Positions:

East Carolina University – College of Business

The College of Business (COB) at East Carolina University is a large AACSB accredited business program with approximately 180 faculty and staff members, enrolling approximately 4,000 undergraduate and 900 graduate (MBA, MSA, MS-Sustainable Tourism) students, and a budget of approximately \$20 million. It is comprised of five departments (Accounting, Finance, Management, Management Information Systems, and Marketing & Supply Chain Management) as well as two schools (School of Hospitality Leadership and Miller School of Entrepreneurship).

Fall 2010 – Present

Associate Dean

Acting Associate Dean

- Serve as second-ranked administrator and member of the executive leadership team
- Oversee college operations and regularly address critical issues
- Leading ECU COB marketing and branding efforts
- Leadership team member for successful 2015 AACSB reaffirmation effort
- Actively involved in development efforts including: crafting strategy, planning, and donor relations
- Oversee personnel processes for faculty and staff
- Collaborating with faculty to address 2013 AACSB standards
- Facilitating international efforts including visiting scholars, study abroad, and faculty exchanges
- Manage course and classroom scheduling including summer payroll
- Encouraged multiple new initiatives including Dean's Student Advisory Council
- Improved Graduate Assistant deployment despite significant budget cuts
- Launched extensive social media initiative
- Collaborated with Dean in addressing significant budget cuts
- Lead update of COB mission and purpose statement
- Directed efforts to align COB strategic plan with University plan
- Served on university level search committees including: Dean of Honors College, and Director of University Studies (chair)
- Served on multiple SACS committees

Fall 2009 – Fall 2011

Assistant Dean for Assessment, Accreditation, & Curriculum

Interim Assistant Dean for Assessment, Accreditation, & Curriculum

- Responsible for the oversight of Graduate Programs Office (MBA & MSA)

- Supervised staff of 5
- Initiated and lead successful searches for two Assistant Directors
- Coordinated COB assessment efforts related to SACS and AACSB
- Directed efforts to create and document (TracDat) strategic plans for college units
- Served on multiple SACS committees
- Coordinated oversight and development of the Leadership Portfolio as well as Leadership & Professional Development Program
- Facilitated efforts to update the MBA curriculum
- Coordinated successful 2010 AACSB reaffirmation
- Represented the COB on over 25 university committees and task forces such as: Graduate Enrollment, Undergraduate Curriculum, and Faculty Workload

Fall 2009 – Present

Associate Professor of Management Information Systems, College of Business - East Carolina University

- Teach graduate and undergraduate courses such as Introduction to MIS, Systems Analysis & Design, and Web Application Development
- Responsible for college and university service as a member of the multiple committees
- Maintain active research agenda
- Appointed to Graduate Faculty

Fall 2003 – Summer 2009

Assistant Professor, Management Information Systems, College of Business - East Carolina University

- Taught graduate and undergraduate classes such as Introduction to Computers, Systems Analysis & Design, and Web Application Development
- Served as AACSB Accreditation Coordinator facilitating the developing the 5th year report which resulted in reaffirmation of accreditation
- Chaired Undergraduate Committee which was responsible for the development of the Leadership & Professional Development Program
- Chaired University Curriculum Committee and oversaw the implementation of clearer processes
- Maintained active research agenda
- Appointed to Associate Graduate Faculty

Summer 2003

Visiting Assistant Professor, Management Information Systems

- Taught Introduction to Computers and finalized dissertation

Appalachian State University, John A. Walker College of Business

Fall 2000 - Summer 2003

Assistant Professor, Information Systems

- Taught Systems Analysis & Design, Database Management, and Strategic Information Systems
- Active in recruiting faculty as well as curriculum development
- Maintained active research agenda
- Appointed to Graduate Faculty

Auburn University, College of Business

Fall 1997 - Summer 2000

Graduate Teaching Assistant - Department of Management

- Taught classes such as Strategic Management and Systems Analysis & Design

EMBA Coordinator

- Coordinated recruitment of Executive MBA students
- Designed recruiting tracking database

- Responsible for designing and placing advertisements
- Provided EMBA net support for faculty and students

Professional Interests:

Strategic uses of Information Technology in creating and enhancing organizational capabilities; specifically in the areas of Social Media, E-Commerce and Internet-Mediated Relationships.

Research Activities:

Journal Articles:

- If You Like Me on Facebook, Will You Like Me as an Employee? Social Media, Counterproductive Work Behaviors, Alcohol Consumption, and Episodic Heavy Drinking, *The International Journal of Human Resource Management*, 2017 (with B. Becton, J. Walker, & B. Gilstrap)
<http://paulschwager.com/pubs/2017IJHRM.pdf>
- An Empirical Investigation of Factors that Influence User Behavior toward Changing Social Networking Security Settings, *Journal of Theoretical and Applied Electronic Commerce Research*, 2016, 11 (2), 1-15 (with C.B. Foltz & H. Newkirk)
<http://paulschwager.com/pubs/2016JTAER.pdf>
- Investigating the Resistance of Telemedicine in Ethiopia, *International Journal of Medical Informatics*, 2015, (84), 537-547 (with Y. Xue, H. Liang, V. Mbarika, R. Hauser, & M.K. Getahun):
<http://paulschwager.com/pubs/2015IJMI.pdf>
- Student's Perceptions of Learning Experience Quality: Online Versus Face-To-Face, *American Journal of Educational Studies*, 2013, 6 (1), 33-45 (with H. Newkirk & L. Eakins):
<http://paulschwager.com/pubs/2013AJES.pdf>
- Touch point opportunities in American football at the Collegiate Level, *Innovative Marketing*, 2010, 6 (2), 91-100 (with B. Bray, M. Moore, & J. Zemanek):
<http://paulschwager.com/pubs/2010IM.pdf>
- Online Survey Research: Can Response Factors be Improved?, *Journal of Internet Commerce*, 2008, 7 (2), 253-269 (with B. Wright):
<http://paulschwager.com/pubs/2008JIC.pdf>
- Why Users (Fail) to Read Computer Usage Policies, *Industrial Management & Data Systems*, 2008, 108 (6), 701-712 (with C.B. Foltz & J.E. Anderson):
<http://paulschwager.com/pubs/2008IMDS.pdf>
- Application of Media Richness Theory to Data Collection. *Journal of Applied Business Research*, 2008, 24 (1), 137-142. (with B. Wright & N. Donthu):
<http://paulschwager.com/pubs/2008JABR.pdf>
- The Drivers for Acceptance of Tablet PCs by Faculty in a College of Business. *Journal of Information Systems Education*, 2006, 17 (4), 429-440. (with J.E. Anderson & R.L. Kerns):
<http://paulschwager.com/pubs/2006JISE.pdf>
- Integration of E-Business into Small and Medium Size Businesses. *The International Journal of Applied Management and Technology*, 2006, 4 (2), 112-124 (with L.C. McGrath & W.L. Lomerson):
<http://paulschwager.com/pubs/2006ijAMT.pdf>

- Informing the HR Hiring Decision of IT Personnel: The HR Professional's View of IT Certification, Education, & Experience, *Informing Science Journal*, 2005, 8, 281-302 (with J.E. Anderson & K.S. Barrett):
<http://paulschwager.com/pubs/2005ISJ.pdf>
- Core Web Technologies for New E-Commerce Employees, *Journal of Computer Information Systems*, Winter 2004-2005 (with W.L. Lomerson & C.G. Jones):
<http://paulschwager.com/pubs/2004JCIS.pdf>
- Writing IS Teaching Cases: Guidelines for JISE Submission, *Journal of Information Systems Education*, 13(4), Winter 2002-2003 (with J.J. Cappel):
<http://paulschwager.com/pubs/2003JISE.pdf>
- Security Issues in the Information Systems Curriculum: Identification and Status of Relevant Issues, *Journal of Computer Information Systems*, Spring 2002 (with J.E. Anderson):
<http://paulschwager.com/pubs/2002suJCIS.pdf>
- An Empirical Study of Students' Computer Self-Efficacy: Differences Among Four Academic Disciplines at a Large University, *Journal of Computer Information Systems*, Summer 2002 (with S. Chung & D.E. Turner):
<http://paulschwager.com/pubs/2002spJCIS.pdf>
- Information Technology Infrastructure Capability's Impact on Firm Financial Performance: An Exploratory Study, *Journal of Computer Information Systems*, Summer 2000 (with D.E. Turner & T.A. Byrd):
<http://paulschwager.com/pubs/2000JCIS.pdf>

Book Chapter:

- An Exploration of the Values of Information Systems Certification: The Perspective of the Human Resource Professional. In M. Nakayama and N. Sutcliffe (eds.) *Managing IT Skills Portfolios: Planning, Acquisition and Performance Evaluation*, 2005 (pp. 210-231) Idea Group (with J.E. Anderson & K.S. Barrett):
<http://paulschwager.com/pubs/2005CHAPT.pdf>

Proceedings:

- Profile of Corporate Social Media Consumer Segments, Proceedings of the 2015 Atlantic Marketing Association Conference, Savannah, GA, September 2015 (forthcoming) (with B. Wright and L. Borders)
<http://paulschwager.com/pubs/2015AMAC.pdf>
- Understanding Healthcare Professionals' Resistance of Telemedicine: An Empirical Study in Ethiopia. PACIS 2014 Proceedings, (with Y. Xue, H. Liang, V. Mbarika, & R. Hauser)
<http://paulschwager.com/pubs/2014PACIS.pdf>
- Predicting Counterproductive Work Behaviors, Alcohol Consumption, and Episodic Heavy Drinking Using Social Media, Southern Management Association Proceedings 2013, New Orleans, LA, (with B. Becton, H.J. Walkers, & B. Gilstrap)
- Social network privacy: Expectations vs. Reality. Southern Association for Information Systems 2009, (with C.B. Foltz):

<http://paulschwager.com/pubs/2009SAIS.pdf>

- Managing Organizational Anxiety with Information Systems. Tenth Annual Conference of the Southern Association of Information Systems 2007, (with J.E. Anderson):
<http://paulschwager.com/pubs/2007SAIS.pdf>
- Factors Influencing Awareness of Computer Usage Policies. Southwest Decision Sciences Institute 2007, (with C.B. Foltz & J.E. Anderson):
<http://paulschwager.com/pubs/2007SWDSI.pdf>
- Faculty Perceptions of TabletPCs for Teaching, Research, & Service: A College of Business Perspective, Eighth Annual Conference of the Southern Association for Information Systems 2005 (with J.E. Anderson & R.L. Kerns):
<http://paulschwager.com/pubs/2005SAIS.pdf>
- An Examination of the Benefits of e-Business to Small and Medium Size Businesses, Seventh Annual Conference of the Southern Association for Information Systems 2004 (with W.L. Lomerson & L. McGrath):
<http://paulschwager.com/pubs/2004SAIS-ECOM.pdf>
- SME Adoption of Wireless LAN Technology: Applying the UTAUT Model, Seventh Annual Conference of the Southern Association for Information Systems 2004 (with J.E. Anderson):
<http://paulschwager.com/pubs/2004SAIS-UTAUT.pdf>
- Technical Foundations of E-Commerce Curriculums: An Exploration of the Importance, Content, Extent, and Sequencing of Topics, Americas Conference on Information Systems 2002 (with W.L. Lomerson):
<http://paulschwager.com/pubs/2002AMCIS-ECOM.pdf>
- Information Systems Certification: The Perspective of the Human Resource Manager, Americas Conference on Information Systems 2002 (with J.E. Anderson & K.S. Barrett):
<http://paulschwager.com/pubs/2002AMCIS-CERT.pdf>
- An Empirical Study of Students' Computer Self-Efficacy: Differences Among Four Academic Disciplines at a Large University, Proceedings of the 2000 Decision Sciences Institute Annual Meeting, November 2000 (with S. Chung):
<http://paulschwager.com/pubs/2000DSI.pdf>
- Virtual Organization as a Source of Competitive Advantage: A Framework From the Resource-Based View, Proceedings of the Fifth Americas Conference on Information Systems, August 2000 (with R.A. Syler):
<http://paulschwager.com/pubs/2000AMCIS.pdf>
- Internet Business Model Objectives, Proceedings of the Third Annual Conference of the Southern Association for Information Systems, April 2000 (with K. Laosethakul & C.A. Snyder)
- A Design For Encouraging Communities of Learners in a Combined On-campus And Distance-learning MBA Classroom, Proceedings of the 1999 Southern Management Association Conference, November 1999 (with K.W. Smola, C.D. Sutton, & M.V. Uzumeri):
<http://paulschwager.com/pubs/1999SMA.pdf>

Presentations:

- Two Nations Divided by a Common Language? Views on Stakeholder Communication from Two Sides of the Pond, AACSB Associate Deans Conference 2015
- Culture of Improvement: The Associate Dean's Role in Improvement, Impact, and Innovation, AACSB Annual Accreditation Conference 2015, Pre-Conference Session
- Creating Synergy in B-School: Managing Administration and Faculty Relationships, AACSB Associate Deans Conference 2014
- Loop Closing: Go For It or Sit on It?, AACSB Assessment Conference 2013
- Social network privacy: Expectations vs. Reality. Southern Association for Information Systems 2009
- Managing Organizational Anxiety with Information Systems. Tenth Annual Conference of the Southern Association of Information Systems 2007
- Faculty Perceptions of Tablet PCs for Teaching, Research, & Service: A College of Business Perspective, Eighth Annual Conference of the Southern Association for Information Systems 2005
- An Examination of the Benefits of e-Business to Small and Medium Size Businesses, Seventh Annual Conference of the Southern Association for Information Systems 2004
- SME Adoption of Wireless LAN Technology: Applying the UTAUT Model, Seventh Annual Conference of the Southern Association for Information Systems 2004
- Technical Foundations of E-Commerce Curriculums: An Exploration of the Importance, Content, Extent, and Sequencing of Topics, Americas Conference on Information Systems 2002
- Information Systems Certification: The Perspective of the Human Resource Manager, Americas Conference on Information Systems 2002 (with J.E. Anderson & K.S. Barrett)
- An Empirical Study of Students' Computer Self-Efficacy: Differences Among Four Academic Disciplines at a Large University, Proceedings of the 2000 Decision Sciences Institute Annual Meeting, November 2000
- A Design For Encouraging Communities of Learners in a Combined On-campus And Distance-learning MBA Classroom, Proceedings of the 1999 Southern Management Association Conference, November 1999

Abstract:

- Effect of R&D on sales growth and pretax profit margin: Evidence of a shortened R&D cycle, Proceedings of the 2003 Decision Sciences Institute Annual Meeting, November 2003 (with D.E. Turner)

Research in Progress:

- Developing a Consumer Segmentation Schema for Corporate Social Media Followers (Under Review: Atlantic Marketing Journal, with B. Wright, A. Sasnett, A. Border, & S. Nadler)
- Social Media Snooping on Job Applicants: What Do Recruiters Really "Like?" (Under Review: Journal of Applied Social Psychology, with B. Becton, J. Walker, & B. Gilstrap)

- Awakening the Leader in All of Us: Development an Inclusive Leadership & Professional Development Program (Under Review: International Leadership Journal, with W. Grubb)

Service & Administrative Activities:

East Carolina University:

UNC-System Level

- Critical Thinking Symposium, ECU Representative, 2016
- Competency Based Education Summit, ECU Representative, 2016
- Section Size Task Force 2013-2014

University Level

- General Education and Instructional Effectiveness Committee, 2015-Present
- Graduate Council, Member, 2011-Present
- Graduate Council Executive Committee, 2011-Present
- Foundations Curriculum Working Group, 2014-2016
- Chancellor's Leadership Academy Advisory, Member, 2009-Present
- Web Oversight Committee, Member, 2006-Present
- Sustainable Tourism Oversight Group, Member, 2009-2016
- SACS: Faculty Roles, Member, 2009-2014
- SACS: Graduate Working Group, Member, 2009-2014
- SACS: Compliance Certification Council, Member, 2009-2014
- SACS: Institutional Effectiveness Council, Member, 2009-2014
- Honors College Faculty Advisory Committee, Member, 2009-2013
 - Member of Curriculum sub-committee
- IPAR Associate Deans Advisory Council, Member, 2009-2013
- University Studies Faculty Oversight
 - Chair, 2011-2014
 - Member, 2009-2014
- Coastal Maritime Council, Member, 2009-2012
- Graduate School Administrative Board, Member, 2009-2011
- University Curriculum Committee
 - Chair, 2009 - 2010
 - Vice-Chair, 2006-2009, 2010-2011
 - Member, 2005-2006
- Social Media Task Force, Member, Member, 2010-2011
- Graduate Enrollment Task Force, Member, 2009-2011
- Academic Program Development Team, Member, 2009-2011
- University Retention & Graduation, Member, 2009-2010
- UNIV1000 Task Force, Member, 2009-2010
- Online Quality Council, Member, 2009-2010
- Content Management System Review Committee, Member 2007-2010
- Student Appellate Committee, Member, 2005-2006
- Association of Information Technology Professionals - Student Chapter, Primary Advisor, 2003-2006

College Level

- Undergraduate Committee, Chair, 2006-2012
 - Responsible for leadership and oversight of major curriculum revision including the addition of Strategy First course, three-course Leadership sequence, & Leadership Portfolio
 - Sub-Committee on Flexibility, Chair, 2007

- Sub-Committee on Introduction to Strategy, Member, 2007-Present
- Communication Assessment Committee, 2009-2014
- Integration Assessment Committee, 2009-2014
- EDGE Assessment Committee, 2009-2013
- Critical Thinking Assessment Committee, 2009-2013
- Portfolio Committee, 2008-Present
- Library Committee, Member, 2006-2011

Department Level

- Enrollment Management Committee, Chair, 2005-2006
- MIS Curriculum Task Force, Member, 2003 - Present
- MIS Group, Member, 2003 – 2006

Appalachian State University:

- IS Curriculum Committee, Chair, 2002 - 2003
- IS Curriculum Committee, Member, 2000 - 2003
- COB Curriculum Committee, Member, 2002 - 2003
- IS Faculty Search Committee, Member, 2001-2003
- Association of Information Technology Professionals - Student Chapter Primary Advisor
- Small Business & Technology Development Center: Consulting with various small businesses in relationship to technology utilization

Auburn University:

- Graduate School
1999 - Session presenter for the training program of new instructors and lecturers offered by the Graduate School.

Professional:

- Southern Management Association – Track Chair, Information Technology & Innovation 2008
- Southern Association for Information Systems – Board of Member, 2005-2007

AACSB Activities:

2017 AACSB International Conference and Annual Meeting (pre-conference facilitator)
 2016 AACSB Associate Deans Conference (Conference Advisory Committee)
 2016 AACSB New Associate Deans Seminar (panelist)
 2016 AACSB Annual Accreditation Conference (pre-conference presenter)
 2016 AACSB International Conference & Annual Meeting
 2015 AACSB Associate Deans Conference (presenter)
 2015 AACSB New Associate Deans Seminar (panelist)
 2015 AACSB Annual Accreditation Conference (pre-conference presenter)
 2015 AACSB International Conference & Annual Meeting
 2015 AACSB Business Accreditation Seminar
 2015 AACSB Leading in the Academic Enterprise: Developing Leaders and Impactful Communications
 2014 AACSB Associate Deans Conference (presenter)
 2014 AACSB Leading in the Academic Enterprise Series: Strategic Thinking and Creative Problem Solving
 2014 AACSB Annual Accreditation Conference
 2014 AACSB Leading in the Academic Enterprise: Leading People and Organizational Change
 2013 AACSB Accreditation Conference
 2013 AACSB Assessment Conference (presenter)
 2012 AACSB Aspiring Deans Seminar

2012 AACSB Associate Deans Conference
2012 AACSB Mentor Training
2012 AACSB International Conference & Annual Meeting
2011 AACSB Curriculum Development Series: Critical Thinking
2010 AACSB Associate Deans & Innovative Curriculum Conference
2008 AACSB Maintenance of Accreditation Seminar
2008 AACSB Applied Assessment Seminar
2007 AACSB Conference on Undergraduate, Graduate, & Emerging Curricula
2007 AACSB National Conference

Review Activities:

Journals

1998 – Current Case Research Journal
2006 – Current Cyberpsychology, Behavior, and Social Networking
2008 – Current Journal of Computer Mediated Communications
2006 – 2008 Journal of Internet Commerce
2001 – 2008 Journal of Electronic Commerce Research
2006 – 2007 IEEE Transactions on Systems, Man, and Cybernetics
2001 – 2006 Journal of Information Systems Education
2004 – 2005 Decision Support Systems
2003 – 2004 Human Resource Management Journal
2003 – 2004 International Journal of Internet Marketing and Advertising
2002 – 2004 Quarterly Journal of Electronic Commerce

Conferences

2000 – 2009 Southern Association of Information Systems
2000 – 2008 AMCIS National Conference
2001 – 2005 SMA - Organizational Communications and Information Technology Track
1999 – 2005 DSI National Conference - Business Policy & Strategy Track
2002 Academy of Management – Technology and Innovation Management Track

Teaching:

Interests:

- Strategic Information Systems
- Systems Analysis and Design
- Database
- Strategic Management
- Web Development
- E-commerce
- Introduction to MIS
- Technology Management

Activities:

- Web Application Development for Business (created course, East Carolina MIS4153)
- Web Technologies for Business (created course, East Carolina MIS6883)
- MIS II – Information Systems Analysis & Design (East Carolina MIS6143)
- Information Systems Analysis & Design (East Carolina MIS4163)
- Introduction to Computers – Undergraduate (East Carolina DSCI/MIS2223)
- Introduction to MIS – Undergraduate (East Carolina MIS3063)
- Advanced Systems Design - Undergraduate (Appalachian State CIS4850)
- Advanced Systems Design - Graduate (Appalachian State CIS5850)
- Systems Analysis and Design (Appalachian State CIS3250)
- Systems Development Methods – Graduate (Appalachian State CIS5120)

- Strategic Information Systems – Undergraduate (Appalachian State CIS4543)
- Strategic Information Systems Concepts – Graduate (Appalachian State CIS 5543)
- Web Page Design (Appalachian State CIS3530)
- Web-based Applications Development – Independent Study (Appalachian State 3 sections)
- Analysis & Design of Business Information Systems (Auburn - MNGT0401)
- Introduction to MIS (Auburn -MNGT0314 - 377 students)
- Introduction to Computer Programming - COBOL (Auburn - MNGT0207 – co-taught)
- Strategic Management (Auburn - MNGT0480)
- Introduction to Management - Lab (Auburn - MNGT0310)

Other Academic Activities

2007 Teaching Leadership Workshop – Terry College of Business – University of Georgia
 2000 - 2003 - Assistant-Editor, Journal of Information Systems Education
 1999 Test Bank Author - Perry & Schneider, Electronic Commerce, Course Technologies

Additional Training:

- Safe Zone
- Lean Six Sigma: White Belt
- EAB: New Frontiers in Personalized Education
- ECU EEO Training
- ECU Manager’s Boot Camp
- ECU EPA Search Committee Training
- ECU EPA Searches and Hiring Workshop
- ECU New Deans, Chairs, Directors, Associate Deans Orientation
- ECU COB Online Peer Review
- ECU Peer Classroom Observation
- CLA in the Classroom
- Introduction to Qualitative Analysis with NVivo
- Fast-Track to ColdFusion

Professional Memberships:

- Association for Information Systems
- North American Case Research Association
- Informing Science Institute
- Southern Management Association
- Toastmasters International

Honors:

2015-2019 ECU Faculty Marshall
 2015 Faculty Senate Medallion Recipient (contribution to Faculty Governance)
 2008 Chancellor’s Leadership Fellow
 2008 Commerce Club Teaching Excellence Award
 2009 MIS Faculty Marshall (elected by Fall graduates)
 2008 MIS Faculty Marshall (elected by Fall graduates)
 2007 MIS Faculty Marshall (elected by Spring graduates)
 2006 DSCI Faculty Marshall (elected by Fall graduates)
 Beta Gamma Sigma

Business Experience:

1992-1997 Adam Walsh Children's Fund / National Center for Missing & Exploited Children, Lake Park, FL
Director of Special Events & Administration

- Worked with national non-profit organization in a fundraising/administrative capacity. Involved in all special events and activities
- Instrumental in increasing gross revenues at Palm Beach Luncheon/Auction 90% in two years (1992-\$190,000, 1993-\$250,000, 1994-\$350,000, 1995-\$365,000, 1996-\$375,000, 1997-\$375,000)
- Implemented three Continental Airlines Golf Tournaments raising 30,000 in 1993, 50,000 in 1994, 50,000 in 1995, and 60,000 in 1996. Responsible for all phases
- Developed additional events with new groups creating increased donor base and greater public awareness, including corporate tie-ins
- Directly responsible for supervision of staff and coordination of volunteers
- Coordinated and implemented move into new building including: renovations, phone installation, and programming, scheduling, and negotiations with subcontractors
- Installed, implemented, and maintained complete computer network including hardware and software
- Responsible for daily financial functions including A/P, A/R and national reporting requirements including preparation and presentation of yearly budget

1991 - 1993 ComputerEase of the Palm Beaches, Jupiter, FL
Partner

- Co-founder and partner of computer consulting firm specializing in church and nonprofit automation
- Installed and maintained complete computer networks (Novell and Lantastic) in churches and non-profit organizations throughout South Florida

1989 - 1994 Independent Small Business Consultant

- Worked with small businesses in all aspects of the business process including: strategic planning, information systems, automation, finances, management and marketing

1984-1991 Cobra Seats/Autoextras, Inc., West Palm Beach, FL
Vice President

- Maintained import/distribution company on a daily basis
- Managed financial arrangements, monitored exchange rates, and negotiated delivery terms with English manufacturer and U.S./Canadian distributors
- Managed A/R, A/P, cash flow, budgeting, advertising and sales/market forecasting
- Developed and implemented national marketing/distributor program