

Melinda A. Grismer

◆ 754 E. Clinton St., Frankfort, IN 46041

◆ Phone: (765) 601-1152

◆ E-mail: mgrismer@purdue.edu

ACADEMIC EXPERIENCE

Community & Regional Development Specialist, Purdue Center for Regional Development,

March 2016-current West Lafayette, Ind.

◆ Works with counties and regions identified through DMAP (Defense Manufacturing Assistance Program) and affected by defense downsizing to implement economic strategies, workforce planning and revitalization efforts aimed at bolstering Indiana communities. Coaches identified SET (Stronger Economies Together) regions across the state to build local coalitions and assist in creating their high-quality plans of action. Creates/refines curriculum for BR&E (Business Retention & Expansion), Community Leadership, Enhancing the Quality of Public Spaces and Grant Writing Workshop programs. In her role at PCRDR, she leverages the experience she has gained while working in Clinton County, expanding it into regional impact for the state of Indiana.

ADMINISTRATIVE EXPERIENCE

County Extension Director, Purdue Cooperative Extension, Clinton County

December 2013-March 2016 Frankfort, Ind.

◆ Planned and implemented mission in alignment with Purdue Extension's strategic initiatives and county's priorities to transform lives and livelihoods. Oversaw the operations of a large Extension office and 12 staff members, who she equipped and empowered for success. Wrote grants, reached out for corporate sponsorships, and engaged in continuous development activities. Managed budgeting, funding, and reporting. Marketed, promoted, and reported on the impact of Extension.

Coordinator, Purdue Extension's Learning Network of Clinton County

March 2007-March 2016 Frankfort, Ind.

◆ Offered courses, programs, events, and services that responded to community interest on a variety of topics for lifelong learning. Developed curriculum, designed programming, and implemented evaluation of the many classes, events, and programs offered by Purdue Extension's Learning Network of Clinton County. Facilitated workforce development, lifelong learning, and adult education in Clinton County.

TEACHING EXPERIENCE

Community Development Educator, Purdue Cooperative Extension

August 2010-March 2016 Frankfort, Ind.

◆ Promoted initiatives that encouraged and grew county and regional industries, second-stage companies, and small businesses. Organized community learning events, public deliberation forums, and community development collaboration. Mobilized local workforce development efforts and educational attainment opportunities.

Spanish/Bilingual Instructor, Learning Network of Clinton County

August 2002-May 2016 Frankfort, Ind.

◆ Taught adult beginning, intermediate, and advanced conversational Spanish classes on Monday & Wednesday evenings. Taught workforce development courses in Spanish & English on-site at farms and factories in the area. Taught introductory Spanish classes to elementary children.

Plaza Comunitaria Coordinator, Purdue Extension's Learning Network

October 2005-March 2007 Frankfort, Ind.

◆ Facilitated a program offered jointly by the Mexican government's education department (INEA), Monterrey Tech, and Purdue University for Spanish-speaking adults who desire to continue the primary or secondary education they began in Mexico. Duties included assessing students for entry/advancement in the program, evaluating diverse subjects taught entirely in Spanish, and teaching English literacy/civics.

English/ESL Teacher, Hilton Head High School

August 1994-May 1995 Beaufort County School District, S.C.

◆ Taught English as a Second Language (ESL), Verbal SAT Preparation, Writing Process I and II (composition), English I standard (freshmen), and English IV standard (seniors). Engineered the ESL program at the high school level, where I taught mostly Spanish-speaking students who were at various stages of learning English.

Senior Editor

December 1999-May 2001 RCI Headquarters Indianapolis, Ind.

◆ Managed a freelance staff, wrote articles, and collaborated with designers via concept meetings to publish RCI Ventures magazine (bimonthly), Endless Vacation magazine (RCI's monthly member magazine that reaches 1.5 million households), and Affiliate Connections newsletter (bimonthly).

Publications Coordinator, Holy Spirit Health System

1997-1999 Holy Spirit Hospital Camp Hill, Penn.

◆ Managed a freelance staff, wrote and edited articles, and coordinated the monthly production of these publications: *Share the Spirit* magazine, *Health Smart* newsletter, *Medical Staff Update*, *In The Spirit* employee newsletter.

Executive Editor/Manager of Special Publications

1995-1997 Journal Publications Inc. Harrisburg, Penn.

◆ Edited and managed *Central Penn Parent* (monthly), *Central Penn Senior* (bimonthly), and the biannual publication *Silver & Gold Magazine*. I also acted as assistant editor for the *Central Penn Business Journal*.

**JOURNALISM
EXPERIENCE**

EDUCATION

Master of Science, May 2010

Purdue University, West Lafayette, Ind.

Focus: Extension Education & Adult Education

◆ **GPA:** 3.9/4.0

Bachelor of Arts, May 1994

Ball State University, Muncie, Ind.

Major: Journalism, Secondary Education **Minor:** Spanish

◆ Ball State University Honors College

CERTIFICATIONS

◆ Indiana State Teacher's License, May 1994; Renewed, Summer 2006

◆ English Language Learners (ELL) Licensure, Summer 2013