

Carl Dwight Green Jr.

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Education

Bachelor of Science: Human Communication and Psychology

Minor: Business Administration and Public Relations

Certificate of Human Resources Management

Certificate of Nonprofit Management

Southern Oregon University, Ashland, OR

Expected graduation date: March 2009

Professional Membership/Honors/Awards

Society for Industrial and Organizational Psychology Member: 2008 – Current

National Communication Association Member: 2008 – Current

Western Psychological Association Member: 2008 – Current

Ronald E. McNair Post-Baccalaureate Achievement Program: 2007 – Current

The University of Arizona Summer Research Institute Scholar, Summer 2008

Deans List: Winter '05, Spring '05, Winter '07, Spring '07, Fall '07, Spring '08

Board Member for Peace House (nonprofit organization): January 2007 – February 2008

American Humanics (National Alliance of Colleges, Universities, and Nonprofits

Preparing Next Generation Nonprofit Leaders): March 2006 – August 2007

Southern Oregon University Nonprofit Student Association: March 2006 – August 2007

Foundations of Excellence Committee: February 2007- June 2007

Oregon Army National Guard Hurricane Katrina Response Award: 2006

American Red Cross Recognition for Extraordinary Personal Achievement: 2001

Scholarships

Southern Oregon University Diversity Scholarship	Sept. 2007 – March 2009
Senior Programs Scholarship	Sept. 2007 – March 2009
AH Next Generation Nonprofit Leaders Scholarship	August 2007 – March 2009
Southern Oregon University Wrestling Scholarship	September 2004 – June 2005
Marion Lynch Scholarship	September 2003 – June 2004

Academic Interests

Organizational Communication	Industrial/Organizational Psychology
Organizational Behavior	Nonprofit Management and Leadership
Diversity in the Workplace	Organizational Assimilation and Entry
Organizational Decision-Making	Mediation and Conflict Resolution
Program Evaluation	Strategic and Action Planning
Organization Productivity	Team Development
Group Dynamics	Workplace Ethnography
Judgment & Decision-Making	Training & Team Development
Qualitative Data Analysis	Quantitative Data Analysis
Academic Achievement	Student Retention

Research Assistantship

Research Assistantship Susan Walsh, Ph.D. Southern Oregon University	Gender Matters in Political Cartoons	Spring 2008
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Teaching Assistantship

Teaching Assistantship Jody Waters, Ph.D. Southern Oregon University	Communications Across Cultures	Fall 2008
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Professional Organization Conferences/Workshops

Western Psychology Association Conference	Portland, OR	2009
National Communication Association Convention	San Diego, CA	2008
Mediation & Conflict Certificate (40 hour training)	Ashland OR	2008
American Humanics Nonprofit Conference	Washington D.C.	2006
Oregon Nonprofit Leaders Conference	Ashland OR	2006, 2007
Southern Oregon University Leadership Workshop	Ashland OR	2005

Presentations

Green, C. G. (2008, August). *The implications of diversity in the workplace*. Symposium presented at the Southern Oregon University Ronald E. McNair Summer Research Institute, Ashland, OR.

Green, C. G. (2008, August). *Difference in leadership opportunities for African-Americans and Whites in the NFL: Evidence that racial discrimination still exists*. Symposium presented at the University of Arizona Summer Research Institute, Tucson, AZ.

Green, C. G. (2008, May). *Organizational assimilation: An ethnographic approach*. In G. Mills (Chair), *Workplace issues*. Symposium presented at the 1st annual Southern Oregon Arts & Research Event, Ashland, OR.

Green, C. G. (2008, February). *Academic achievement: A minority perspective*. In M. Woodard (Chair), *Bridging the Gap*. Presented at the Multicultural Resource Event, Ashland, OR.

Posters

Green, C. & Byers, M. (2009, April). *Planning for Student Retention: Students' Perspective on Academic Motivation, Campus Climate and Satisfaction*. Poster presented at the Western Psychology Association Conference, Portland, OR.

Green, C. (2008, August). *Difference in leadership opportunities for African-Americans and Whites in the NFL: Evidence that racial discrimination still exists*. Poster session presented at The University of Arizona Summer Research Institute, Tucson, AZ.

Publications

Green, C. (Spring 2009). *The implications of diversity in the workplace*. Southern Oregon University McNair Scholars Journal.

Class Presentations

“Managing Group Conflict”	Ashland, OR	May 2008
“Improving Meetings”	Ashland, OR	May 2008
“Volunteerism”	Ashland, OR	September 2007
“The Arts & Culture Nonprofit Sub-sector”	Ashland, OR	April 2006
“Conflict and Organizational Performance”	Ashland, OR	March 2005

Professional Profile

Leadership

- Developed and recruited teams for the American Cancer Society/Relay for Life as the Southern Oregon University college liaison.
- Planned, organized, and completed various tasks as a Team Captain for Relay for Life.
- Prepared new students that will attend the university as a New Student Orientation Leader.
- Delegated and assisted in various tasks as the Team Leader for the first annual “Kick Ball for Cancer” Fundraiser.
- Developed a comprehensive volunteer program (protocol for recruitment, interviewing, selection, training, supervision, appraisal and feedback, exit interviews, and evaluation) for Peace House, a nonprofit organization.

Communication

- Provided excellent customer service by phone and in person.
- Distributed, advertised and edited media pieces to be published.
- Wrote and delivered introduction speech for Vice President of Student Affairs to the freshmen class cohort of 200-300 students.
- Created and administered fitness room orientations.

Organizational

- Provided administrative support in evaluations, strength reports, line of duty reports, attendance reports, and personnel and unit reports for the Army National Guard.
- Assisted in strategic planning, budgeting, financials, media outreach, and board development and recruitment as a board member for Peace House.
- Collaborated with Southern Oregon University staff and faculty in the Foundations of Excellence committee’s proposal to improve the first year experience for students through quantitative and qualitative analysis.
- Contributed in the development of a community-based learning action plan for outreach and fundraising for Southern Oregon University athletes.

Employment History

Oregon Shakespeare Festival
Communication and Marketing Fellow

Ashland, Oregon
March 2009 – Present

Southern Oregon University (SOU) Office of Admissions
Tele-counselor

Ashland, Oregon
January 2009 to March 2009

- Called prospective students and provided information about admission the process
- Served on student panel for New Student Orientation (Q & A session)

SOU Ronald E. McNair Program
Office Assistant

Ashland, Oregon
January 2008 to March 2008

- Placed, answered, and referred telephone calls
- Filed documents

Ashland Family YMCA
Fitness, Membership, Sports Staff & Camp Counselor
(Volunteer, Intern, and paid Staff)

Ashland, Oregon
March 2006 to May 2008

- Placed, answered, and referred telephone calls
- Data entry for membership services
- Camp Counselor and Referee for summer camps
- Fitness room orientations
- Assisted with public relations and media advertisements

Army National Guard
Human Resources Specialist

Ashland, Oregon
April 2002 to April 2008

- Assisted, managed and completed evaluations, strength reports, line of duty reports, attendance rosters, awards & personnel and unit reports
- Led a four man squad as a Team Leader to complete various tasks
- Executed various duties assigned per monthly drill

Oregon Shakespeare Festival
Human Resources Intern

Ashland, Oregon
April 2007 – July 2007

- Researched and created a proposal for the Audience Development Department to provide outreach in the Hispanic community
- Conducted research on the policies for implementing background checks
- Researched guidelines for Equal Employment Opportunity report (EEO-1) and assisted in coming up with a protocol for implementation
- Helped create a proposal to increase employee benefits (vacation and sick pay policies) by:

Employment History (continued)

- Phoned comparable theatres in the nation and local companies in the Rogue Valley for the types of benefit packages they offer their employees
- Researched websites to seek out nation-wide trends of employee benefits being offered
- Tabulated and analyzed data to compare employee benefit trends

Southern Oregon University
New Student Orientation Leader

Ashland, Oregon
September 2006

- Provided an opportunity for new students and parents/guests to interact with other students, faculty, and staff
- Provided an opportunity to learn about the civic engagement and service learning mission of Southern Oregon University
- Created and delivered an introduction speech for the Vice President of Student Affairs

Electronic Space Products International
Clerk

Ashland, Oregon
2004 – 2005

- Placed, answered, and referred telephone calls
- Filed documents
- Answered emails/sales transactions
- Prepared paperwork for product shipments

University of Alaska Anchorage
Campus Ambassador

Anchorage, Alaska
2002 – 2003

- Prepared new students to attend the university
- Provided an opportunity for new students and parents/guests to interact with other students, faculty, and staff
- Filed admission documents
- Led campus tours
- Placed, answered and referred telephone calls
- Answered prospective students request for information emails

Office Express
Clerk

Kodiak, Alaska
June 2001 – September 2001

- Assisted customers, processed and packaged FedEx, UPS and USPS shipments
- Operated fax machine, several different laminating machines, Image Magic machine, black and white and color copiers, as well as making keys
- Placed, answered, and referred telephone calls

Volunteer Experience

- Southern Oregon University Psychology Club: September 2007 – Spring 2008
- United Nations Day (Set-Up and Greet): 2007
- United Way-SOU Day of Caring (Landscaping Project): September 2007
- Board Member for Peace House (nonprofit organization): Jan. 2007 – Mar. 2008
- Interim Volunteer Coordinator for Peace House: July 2007 – August 2007
- SOU Foundations of Excellence Committee: February 2007- June 2007
- SOU Human Resource Management Club: September 2006 – June 2007
- SOU Nonprofit Student Association: March 2006 – August 2007
- SOU Student Athletic Advisory Committee: December 2005 – June 2006
- Food and toy drives - Student Athletic Advisory Committee: December 2005
- Oregon Nonprofit Leaders Conference Volunteer: 2006 and 2007
- Team Leader for “Kick Ball for Cancer Fundraiser”: March 2006 – June 2006
- Captain for 2006 Relay for Life (ACS): March 2006 – June 2006
- Cycled for Sparrow Club fundraiser: November 2005
- Uncle Food’s Diner soup kitchen (Community Meal): March 2005 – June 2005
- Christmas Tree fundraiser for SOU Wrestling: December 2003 and 2004

Extra-Curricular Activities

- Wrestling - Southern Oregon University (Varsity) 2003 – 2005

Computer Skills

- Proficient in Microsoft Word XP, PowerPoint XP, and Excel XP.
- Familiar with quantitative and statistical analysis programs such as SPSS.
- Familiar with data transfer systems and database searches.
- Familiar with Blackboard Software for SOU on-line course information
- Familiar with various printers and scanners
- Familiar with internet communication and research
- Familiar with Peachtree Accounting Program
- Familiar with QuickBooks Software Program
- Type 50+ words per minute
- Ten-key by touch