

FAITHANN Y. BROWN

Email: faithannyb@gmail.com · Phone: 862-205-3885

CAREER SUMMARY

- Extensive higher-education operations and academic support background across multiple institutions, including teaching adjunct assignments.
 - Proven supervisory and leadership experience managing teams, staff, and student workers — able to support administrative and academic functions.
 - Demonstrated ability to teach undergraduate-level courses in Management and First-Year Seminar, with strong evaluations and student outcomes.
 - Solid project-management experience: planning, coordination, budget oversight, data-driven intervention programs, and cross-department collaboration.
 - Comfortable with academic administration, student advising, curriculum support and academic-services operations — skills that support both teaching and adjunct faculty responsibilities.
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TEACHING & ACADEMIC EXPERIENCE

Adjunct Instructor – Introduction to Management (BUS 200)

Montclair State University – Bloomfield College Campus | Spring 2024

- Taught a 3-credit undergraduate management course covering organizational behavior, leadership, motivation, culture, and team dynamics.
- Designed and facilitated lessons using case studies, group projects, applied practice, and real-world managerial examples.
- Received strong student evaluation scores (Instructor median: **4.5/5**; Course median: **4.3–4.5/5**).

- Students highlighted clear structure, supportive instruction, and engaging, practical examples.

Adjunct Instructor – First-Year Seminar (FYS 100)

Bloomfield College | Fall 2022

- Taught a 4-credit seminar focused on college readiness, goal setting, study strategies, and academic success frameworks.
- Supported first-year students in navigating college expectations, building foundational skills, and establishing early academic momentum.

Teaching Philosophy

I believe effective management education should empower, explore, and engage. I help students build confidence through clear structure, inclusive discussion, and opportunities to connect management theory to personal and professional experiences. My teaching emphasizes experiential learning—cases, group work, applied problem-solving—and seeks to create an environment where all students feel capable of growth and contribution.

EVIDENCE OF TEACHING EFFECTIVENESS

Introduction to Management (BUS 200), Spring 2024 – Bloomfield College

Average grade of participants: 3.3

Student Evaluation Highlights:

- Instructor effectiveness median: **4.5 / 5**
- Course effectiveness median: **4.3–4.5 / 5**
- Students cited: clear course structure, strong support, helpful examples, and engaging group work
- Students noted that course content was “engaging,” “helpful for future jobs,” and that the instructor “gave her time to us” and “made sure we understood the work.”

Evaluations reflect strengths in clarity, organization, responsiveness, and the use of collaborative and applied learning strategies.

RELEVANT PROFESSIONAL EXPERIENCE

Manager, Phase II

Hackensack Meridian School of Medicine | July 2025 – Present

- Manage clinical-phase academic operations supporting Clerkship Directors, faculty, and 200 medical students.
- Supervise **eight full-time clerkship specialists**, ensuring consistent service, responsiveness, and operational quality.
- Coordinate workflows, schedules, assessments, and accreditation-compliant processes—demonstrating strong project-management and organizational skills applicable to academic instruction.

Director, Learning Resource Center

Bloomfield College / Montclair State University | Feb 2022 – Present

- Lead academic support services for ~1,200 undergraduates, strengthening student persistence and academic performance.
- Supervise **three full-time staff** and **20+ student workers** across tutoring, writing, and testing units.
- Manage a **\$400K budget**, develop performance indicators, expand academic support programs, and collaborate with faculty and deans on academic interventions.
- Designed and led summer bridge and retention programs—skills directly transferable to curriculum delivery and student engagement in management courses.

Director, Office for Academic Success

Rutgers School of Nursing | 2012–2018

- Directed academic support operations for 1,700 nursing students; supervised **one full-time employee and 37 student workers**.
- Increased tutoring utilization by 400% and increased unique students served by 79%.
- Created and assessed academic interventions, demonstrating experience with evaluation, instructional support, and program development.

Acting Assistant Director & Academic Advisor, MBA Student Services

Rutgers Business School | 2008–2012

- Advised 600 MBA students on academic progress, strategic course selection, and global program requirements.
- Coordinated orientations, workshops, and academic processes—reinforcing your understanding of business education and management curricula.

Academic Advisor, Undergraduate Business Programs

Rutgers Business School | 2002–2008

- Advised 500 undergraduate business majors on academic planning and degree completion.
 - Developed expertise in curriculum structure, business core requirements, and student academic coaching.
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EDUCATION

Master of Business Administration (MBA), Management

Rutgers Business School – Newark | 2007

Selected Graduate Coursework: Organizational Behavior, Team Building, Executive Leadership, Innovation & Technology Management, Data Models, Global Business Strategy

Master of Science in Education

Hunter College, CUNY | 2020

GPA 3.8

Bachelor of Arts

Rutgers University – Douglass College | 1998

AREAS OF TEACHING & CONTENT EXPERTISE

- Organizational Behavior
- Principles of Management
- Leadership & Supervision

- Team Dynamics & Communication
 - Decision-Making & Problem Solving
 - Student Success & Learning Strategies
 - DEI in Higher Education
 - Project Management in Academic and Organizational Settings
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ONLINE TEACHING & TECHNICAL SKILLS

- **LMS:** Canvas, Blackboard, Leo
 - **Virtual Teaching:** Zoom, MS Teams, Google Meet
 - **Academic Systems:** Starfish, Navigate
 - **Productivity:** Microsoft Office, Google Workspace
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REFERENCES

Available upon request