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Education

Ph.D. in Public Administration and Policy, December 2006
The Askew School of Public Administration and Policy
Florida State University, Tallahassee, Florida

*Dissertation Topic: A Structural Examination of Collaborative Relations between
Nonprofit Organizations in the Greater Jacksonville Area*

Masters in Public Administration, December 2002
The Askew School of Public Administration and Policy
Florida State University, Tallahassee, Florida

Bachelor of Arts, Graduated Magna cum Laude, December 1998
Political Science and Studio Art Majors,
Queens College, Charlotte, North Carolina

Other Training:

Inter-university Consortium for Political and Social Research, Summer Institute, July 21-
August 15, 2008

Center for Computational Analysis of Social and Organizational Systems, Summer Institute
on Network Research, June 25-30, 2005

Responsible Conduct of Research for Social and Behavior Sciences, Florida State University,
Spring 2005.

Academic Experience

August 2006-Present

Assistant Professor, Department of Public Administration, University of Nevada, Las Vegas

- Designed and Instituted a Graduate Certificate in Nonprofit Management
- Created and instructed a graduate level course in Strategic Planning and Evaluation for Nonprofit Manager (PUA 775)
- Instructed 2 sections of a graduate level course in Research Design (PUA 723)
- Redesigned and instructed graduate level course Nonprofit Management and the 3rd Sector (PUA 770)
- Faculty Advisor for the Certificate Program in Nonprofit Management
- Faculty advisor for the Public Administration Graduation Association (PAGA) and Pi Alpha Alpha, Honor Society for Public Administration.

December 2005-March 2006

Research Analyst, Volunteer Florida Evaluation Project, Askew School of Public Administration and Policy,

Florida State University, Tallahassee, Florida

- Created both print and online survey instruments for stakeholder groups
- Conducted field visits and interviews of key participants including: executive directors of nonprofit volunteer centers, emergency managers, partnering organizations, and volunteers
- Designed evaluation of statewide emergency management volunteer project
- Developed academic manuscripts related to the project findings
- Evaluated program outcomes and made recommendations for creating more effective operations

March 2001–August 2006

Research Assistant, Assessment and Evaluation, Center for Information, Training and Evaluation Services, Institute of Science and Public Affairs

Florida State University, Tallahassee, Florida

- Aided in development of standardized tests for private and state agencies
- Assisted in programming and statistical analysis of assessment projects
- Conducted research on laws and policies affecting program evaluation
- Conducted test administrations for profession certification exams
- Developed survey instruments for research projects
- Designed course materials and test items for use in online certification
- Implemented and designed research studies including needs assessments, evaluations, and cost/benefit analyses for public and nonprofit agencies and programs
- Performed quality control checks using SPSS and SAS statistical packages for the Florida Comprehensive Assessment Test (FCAT)
- Prepared project proposals and budgets
- Synthesized information from literature reviews for project use

June 2005-August 2005

Teaching Assistant, Askew School of Public Administration and Policy,

Florida State University, Tallahassee, Florida

- Instructed graduate level course in Nonprofit Management (PAD 5935)
- Implemented interactive learning activities for students to observe and participate in local nonprofit organizations
- Planned and developed course assignments and curriculum

May 2002–December 2002

Teaching Assistant, Askew School of Public Administration and Policy,

Florida State University, Tallahassee, Florida

- Advised students about careers and future study in public administration
- Instructed undergraduate course Public Administration and Society (PAD 3003)
- Developed tests and course assignments
- Planned curriculum
- Prepared and delivered lectures
- Worked with university faculty to determine sources of additional help for students

Professional Experience

August 1996–December 1996

Intern, Office of Congresswoman Carrie P. Meek,
United States House of Representatives, Washington, DC

- Analyzed vote counts
- Created an organization system for legislative files
- Filled constituent requests
- Prepared floor statements and speeches
- Prepared issue briefs
- Replied to office correspondence

Professional Affiliations

- Academy of Management (AOM), Public and Nonprofit (PNP) and Organizational Development and Change (ODC) Divisions
- American Society of Public Administration (ASPA)
- Association for the Research on Nonprofit Organizations and Voluntary Associations (ARNOVA)
- Nevada Association of Nonprofit Organizations (NANO)
- Association of Fundraising Professionals – Southern Nevada Chapter (AFP)

Academic Publications

Refereed Articles:

- Word, J. & Park, S. M. (publication pending). Working Across The Divide: Job Involvement In The Public And Nonprofit Sectors. *Review of Public Personnel Administration*.
- Berry, F., Brower, R. S., Choi, S. O., Gao, W. X., Jang, H., Kwon, M., & Word, J. (September/October 2004). Three Traditions of Network Research: What the public management research agenda can learn from other research communities. *Public Administration Review*, 64(5), 529-542.
- Word, J. (Fall 2003). [Review of the book *Whistleblowing: When it Works and Why*], *Public Integrity*, 5(4), 373-376.

Book Chapters

- Word, J. (forthcoming). “Human Resource Leadership and Management” in Kathryn Agard, ed., *Leadership in Nonprofit Organizations*. Thousand Oaks, CA: Sage Publications, Inc.
- Word, J. (2006). “Nonprofits, Philanthropy, and Corporate Giving in Nevada” in Dmitri Shalin, ed., *Social Health of Nevada: Leading Indicators and Quality of Life in the Silver State*. UNLV: CDC Publications. Available online at <http://www.unlv.edu/centers/cdclv/healthnv/philanthropy.html>

Funded Projects

- Institute for Security Studies Spring Research Grant (\$9, 644.00). The Role of Nonprofit Organizations in Disaster Preparedness and Response in Southern Nevada and Western Cities

Works in Progress:

- Word, J. & Brower, R. S. Performance Measurement in Everyday Use in Nonprofit Organizations: Distinguishing Information as Signal from Information as Symbol.
- Word, J. & Brower, R. S. A Study of Pre-Planning, Training, and Relationship Building for Disaster Volunteers. Submitted to *International Journal of Volunteer Administration*, March 4, 2009.
- Word, J. The Role of Strategic Orientation in the Creation of Network Structures in Human Service Nonprofits. Submitted to *Nonprofit and Voluntary Sector Quarterly*, May 29, 2008.
- Park, S. & Word, J. Understanding the Protective System for Korean Public Construction SMEs: A Political Network Approach submitted to *Public Administration*, October 10, 2008.
- Word, J. & Park, S. M. Motivated to Serve: An Empirical Examination of Motivation and Consequences in the Public and Nonprofit Organizations.
- Word, J. The Role of Nonprofits in Preparing for Disaster: A Comparison of Emergency Management Networks in High Terror Threat vs. High Natural Disaster Incidence Areas
- Word, J. & Stream, C. S. The Role of Elites in Public and Nonprofit Governance.
- Word, J. & Brower, R. S. Pre-Affiliation in Emergency Volunteer Management: Evidence from Florida's Operation Step Up.
- Word, J. The Role of Strategic Orientation in the Creation of Network Structures in Human Service Nonprofits.
- Word, J. (submitted). Six Degrees of Strategy: The Implications of Network Research for Nonprofit Managers.
- Word, J. The Ethical Dilemma Inherent in the Politics and Administration Dichotomy.
- Word, J. Using Nonprofit Volunteer Management Practices to Inform Citizen Participation Efforts.

Refereed Presentations:

- Word, J. (November 21, 2008). The role of nonprofits in preparing for disaster: A comparison of emergency management networks in high terror threat vs. high natural disaster incidence areas. Association for the Research on Nonprofit Organizations and Voluntary Associations Conference, Philadelphia, Pennsylvania.
- Word, J., Clark, R., Clappsaddle, D., & Wilson, L. (November 21, 2008). The Role of network relationships in the diffusion and adoption of technology. Association for the Research on Nonprofit Organizations and Voluntary Associations Conference, Philadelphia, Pennsylvania.
- Word, J. & Brower, R. S. (October 23, 2008). Performance Measurement: Distinguishing Information as Signal from Information as Symbol. *Center for Accountability and Performance Symposium on Accountability and Performance Measurement: The Evolving Role of Nonprofits in Public Service*, Cleveland, Ohio.
- Word, J. & Stream, C. S. (October 24, 2008). Nonprofit Board Governance and Government Officials: Democratic responsive or Resource Dependency. *Center for Accountability and Performance Symposium on Accountability and Performance Measurement: The Evolving Role of Nonprofits in Public Service*, Cleveland, Ohio.
- Word, J. & Park, S. M. (August 11, 2008). Working Across the Divide: Job Involvement In The Public And Nonprofit Sectors. *Annual Meeting of the Academy of Management*, Anaheim, California.
- Word, J. & Clark, R. (March 13, 2008). The Ethical Dilemma Inherent in Performance Evaluation in the Nonprofit Sector. Annual Meeting of the Southwest Social Science Association, Las Vegas, Nevada.
- Word, J. (August 7, 2007). The Role of Strategic Orientation in the Creation of Network Structures in Human Service Nonprofits. Annual Meeting of the Academy of Management, Philadelphia, Pennsylvania.
- Word, J. (November 18, 2006). Managing and Employing Volunteers in Disaster Response and Preparedness: Evidence from the Operation Step Up program in Florida. Association for the Research on Nonprofit Organizations and Voluntary Associations Conference, Chicago, Illinois.
- Word, J. (August 15, 2006). Partnerships between Nonprofit Cultural Organizations: A Network Examination. Annual Meeting of the Academy of Management, Atlanta, Georgia.
- Word, J. (November 16, 2005). A Comparison of Collaborative Behavior Among Nonprofit Organizations and Between Nonprofits and other Sectors. Association for the Research on Nonprofit Organizations and Voluntary Associations Conference, Washington, DC.

- Word, J. (October 7, 2005). Exploring the Formation of Collaborative Relations between Nonprofit Organizations. Southeast Conference on Public Administration, Little Rock, Arkansas.
- Word, J. (April 4, 2005). Rates of Institutional Change in Local Governments. American Society for Public Administration Conference, Milwaukee, Wisconsin.
- Brower, R. & Word, J. (February 12, 2004). Teaching Network Concepts in the Public Administration Doctorial Curriculum. Teaching Public Administration Conference, Fort Walton Beach, Florida.
- Word, J. (November 19, 2004). Managing Interdependencies: The Changing Role of Nonprofits in Communities. Association for the Research on Nonprofit Organizations and Voluntary Associations Conference, Los Angeles, California.
- Jang, H., Kwon, M. J., & Word, J. (October 29, 2004). Provision Decisions of Local Governments. Association for Public Policy Management Conference, Atlanta, Georgia.
- Word, J. (January, 10, 2004). Social Capital and Public Policy Selection: The Local Political Economy of Redistributive Policies, Southern Political Science Association, New Orleans, Louisiana.
- Berry, F., Brower, R. S., Choi, S. O., Gao, W. X., Jang, H., Kwon, M., & Word, J. (October 10, 2003). Three Traditions of Network Research: How can more 'weak ties' strengthen the research community? National Public Management Research Conference, Washington, D.C.
- Word, J. (April 2003). A Probit Analysis of the Effects of Social Capital on Selection of Redistributive Policies by Local Governments. Poster presentation, Askew School Student Poster Competition and Annual Awards Ceremony, Tallahassee, Florida.
- Word, J. (March 8, 2002). Loss of Trust and Institutional Change in Local Government. Florida Political Science Association Conference, Sarasota, Florida.

Invited Presentations and Lectures:

- "The Academic Job Search." Presented at the Public and Nonprofit Doctorial Consortium at the Academy of Management Annual Meeting, Anaheim, California, August 9, 2008.
- "Evaluating Nonprofit Grant Applications Using the Form 990." Presented at the Annual Employee Training of the MGM Mirage Voice Foundation, Las Vegas, NV, March 21, 2008.
- "Fundraising for Small Nonprofits." Presented at the National Federation of Filipino American Associations (NaFFAA), Las Vegas, Nevada, October, 13, 2007.
- "Managing Your Academic Job Search." Presented at the Public and Nonprofit Doctorial Consortium at the Academy of Management Annual Meeting, Philadelphia, Pennsylvania, August 4, 2007.

- “Avoiding Fraud in Charitable Giving.” Presented at UNLV’s Classified Staff Council Meeting, Las Vegas, Nevada, December 3, 2006.
- “Managing Your Academic Job Search.” Presented at the Public and Nonprofit Doctorial Consortium at the Academy of Management Annual Meeting, Atlanta, Georgia, August 12, 2006.
- “Exploring the Role of Nonprofits in the United States.” Guest Lecture Askew School of Public Administration and Policy, February 18, 2006.
- “Understanding Social Network Analysis and Emerging Analytical Tools.” Research Colloquium Askew School of Public Administration and Policy, Florida State University, Tallahassee, FL, November 4, 2005.
- “Outreach Planning and Strategies” with Ralph S. Brower. Presented to the Neighborhood Leadership Workshop hosted by the city of Tallahassee, FL, May 7, 2005.

Professional Publications:

- Word, J. (2008). The Role of Nonprofit Organizations in Disaster Preparedness and Response in Southern Nevada prepared for the Institute for Security Studies, University of Nevada Las Vegas.
- Brower, R. S., & Word, J. (2006). Evaluation of Operation Step Up prepared for Volunteer Florida.
- Word, J. (2005). An Evaluation Design for the Florida Virtual School: Understanding the Needs of Parents, Teachers, and Students.
- Hemenway, D., King, F. J., Rohani, F., Word, J., & Brennan, M. (October 2003). A Study of Employer Attitudes Toward Hiring Individuals with Disabilities prepared for the ABLE Trust.
- King, F. J., Rohani, F., & Word, J. (August 2001). An Evaluation Design for a Study of Florida’s System for Measuring School Readiness.
- King, F. J., Rohani, F., & Word, J. (2001). Identification of Possible Under- or Over-Reporting Schools on the School Environmental Safety Incident Reporting System (SESIR).

Professional Service

- Faculty Search Committee, Department of Public Administration, University of Nevada Las Vegas.

- Creation and Approval of Graduate Certificate in Nonprofit Management, Department of Public Administration, University of Nevada Las Vegas.
- Director, Certificate of Nonprofit Management, Department of Public Administration, University of Nevada Las Vegas
- Creator and Organizer of the Department of Public Administration's Orientation for New Students, held bi-annually in Fall and Spring, Spring 2007-Spring 2008.
- Reviewer, *Journal of Public Productivity and Management*, July 2008 to present.
- Reviewer, *Journal of Public Administration Research and Theory*, April 2007 to present.
- Reviewer, *Journal of Business Research*, November 2007 to present.
- Reviewer, Public and Nonprofit Division of the Academy of Management Annual Conference, January 2005 to present.
- Advisor, Public Administration Graduate Association, University of Nevada Las Vegas
- Chair Membership Committee, Public and Nonprofit Division of the Academy of Management, August 2006 to present.
- Best MPA Paper Review Committee for Askew School Annual Awards Ceremony, January 2006
- Organizer/ Facilitator of Public and Nonprofit Division Doctorial Consortium, Academy of Management Conference, Honolulu, Hawaii, August 2005
- Organizer/Facilitator of Public and Nonprofit Division Doctorial Consortium, Academy of Management Conference, New Orleans, Louisiana, August 2004
- Best MPA Paper Review Committee for Askew School Annual Awards Ceremony, February 2004
- Discussant, Paper Session on Civil Society in International Perspectives and Settings, Academy of Management Conference, Seattle, Washington, August 5, 2003
- Doctorial Consortium participant, Academy of Management Conference, Seattle, Washington, August 2003

Awards

- Florida State University Dissertation Grant, Spring 2005
- Conference Scholarship Recipient, Association for the Research on Nonprofit Organizations and Voluntary Associations Conference, 2004
- United Who's Who Registry, 2004–2005
- Presidential Management Internship Finalist, 2004

- Member of Pi Alpha Alpha, Public Administration Honor Society
- Member of Mortar Board, Senior Honor Society
- Dean's List, Fall 1995–Fall 1998, Queens College

Activities/Community Service

- Secretary, Nevada Association of Nonprofit Organizations, 2007 to present
- Volunteer, UNLVino, April 2007
- Volunteer, Las Vegas Marathon, December 2006
- Special Events Leader, Big Bend Girl Scout Council, Summer 2005
- Service Center Volunteer, American Red Cross, Summer 2005
- Team in Training Leukemia and Lymphoma Society, Fall 2005
- Legislative Volunteer, Florida Coalition Against Domestic Violence
- Vice President, Public Administration Graduate Association, 2001-2002
- Participant, Women as Leaders Conference, Summer 1997, Washington, DC