

Sarah A. McNitt

sarah@sarahmcnitt.net • <http://www.sarahmcnitt.net>

RELEVANT EXPERIENCE

Miami University Office of International Education

Study Abroad Advisor

Study Abroad Counselor

- Increased study abroad participation from 30% to 43% in a five-year period
- Advised for third-party provider programs, with special responsibilities for study in the Middle East and Semester at Sea
- Developed and led pre-departure orientation and re-entry activities including academic course, re-entry discussions and career workshops
- Implemented StudioAbroad software to improve data collection and office efficiency
- Created, maintained and distributed information resources, including office website, study abroad newsletter and printed materials, to reach and inform the university population
- Publicized study abroad opportunities via study abroad email newsletter and social media, including Facebook and Twitter
- Sought out and cooperated with academic departments on curriculum integration efforts

Oxford, Ohio, USA

2008-present

2005-2008

European-American Center for International Education

Web Development Intern

- Improved internal communication by developing organizational plan for company intranet
- Redesigned company websites based on usability studies

Pontlevoy, France

2004

University of Michigan Overseas Opportunities Office

Peer Advisor/Webmaster

- Advised students on opportunities to study, volunteer and work abroad
- Organized and participated in panel discussions and workshops on education abroad
- Maintained office website and created the SECUSSA-WIVA site for work, internships and volunteering abroad
- Peer Advisor of the Year award, 2005

Ann Arbor, Michigan, USA

2003-2005

EDUCATION

University of Michigan School of Information

Master of Science in Information (Human-Computer Interaction)

- Central curriculum focused on information management and user-centered design
- Elective courses included marketing, management and information services

Ann Arbor, Michigan, USA

2003 – 2005

Centre Universitaire d'Études Françaises, Université de Grenoble

Diplôme Approfondi de Langue Française (DALF)

- French language university entrance diploma, roughly equivalent to TOEFL

Grenoble, France

2000-2001

Albion College

Bachelor of Arts (French)

- A broad liberal arts curriculum including humanities, science, social science and fine arts

Albion, Michigan, USA

1998 – 2002

TEACHING EXPERIENCE

Miami University

Oxford, Ohio, USA

- IDS 156: Study Abroad Re-Entry, spring semester 2010-2011

Lycée Valéry Larbaud

Cusset, France

- Led English language conversation practice and activities for students in a technical high school, 2002-2003

SELECTED PRESENTATIONS

- *"Mid-Career Professionals: Where Are They Now?"*. NAFSA Region VI Conference (Louisville, KY), 2011.
- *"Study Abroad"*. Ohio Association of Collegiate Registrars and Admissions Officers Conference (Columbus, OH), 2011.
- *"Maximizing Study Abroad: Preparation and Re-Entry Coursework for Study Abroad Students"*. NAFSA Ohio Drive-In Conference (Columbus, OH), 2011.
- *"International Student Advising 'For Dummies'"*. NAFSA Region VI Conference (Indianapolis, IN), 2010.
- *"Social Media and the International Office"*. NAFSA Ohio Drive-In Conference (Columbus, OH), 2010.
- *"Study Abroad in a Transparent World"*. NAFSA Association of International Educators Annual Conference (Los Angeles, CA), 2009.

LEADERSHIP AND SERVICE

- Miami University Unclassified Personnel Advisory Council – Networking Chair, 2008-11
- Miami University Student Affairs Committee – Presidential Appointee, 2006-09
- NAFSA: Association of International Educators – Member, 2005-present
- University of Michigan Student Organization for Computer-Human Interaction – Executive Committee Member, 2004-05
- Albion College International Student Union – President, 2001-02

SKILLS AND INTERESTS

- Languages: Fluency in written and spoken French, conversational level in Spanish, basic Modern Standard Arabic and Mandarin.
- Programming/scripting languages: HTML, CSS, PHP.
- Applications: StudioAbroad, Microsoft Office suite, Macromedia Dreamweaver, Adobe Photoshop.
- Operating system experience: Primarily a PC user, but also have experience with Apple products in a professional context.