**Sheila Bliss Duffy, PH.D.** 925.451.4948

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**Resume Addendum**

**Certifications**

* Master Certified Coach (MCC), International Coach Federation, ant. 2019
* Professional Certified Coach (PCC), International Coach Federation, 2011
* Associate Certified Coach (ACC), International Coach Federation, 2006
* Certificate, Hudson Institute Coach (CHIC), The Hudson Institute of Santa Barbara, 2006
* Certificate, Job and Career Transition Coach (JCTC), Career Planning & Adult Development Network, 2004
* Certificate,Advanced Resume Writing, Career Master Institute, 2004
* Certificate, Mental Health for Aging Adults, John F. Kennedy University, 2018
* Mediator, Congress of Neutrals, 2018
* Certified Long Term Care Ombudsman, Ombudsman Services of Contra Costa County, 2016­
* Instructional Process in Vocational Education Certificate, UC Berkeley, 1986
* Spanish ACTFL 3 Rating (speak, read, and write) Certification, 1992 \*improved since
* First Aid/CPR/AED/Wilderness First Aid Certifications, American Red Cross, 1995-2017

**Credentials**

* CA Adult School Teaching Credential, Subject: Business Education, 1988
* CA Community College Instructor Credential (Life), Subject: Business and Industrial Management, 1986
* Credential, Adult and Non-Formal Education Instructor, UC Berkeley, 1986
* Substitute Teaching Permit, State of CA Commission on Teacher Credentialing, 1995

**Licenses**

* National Association of Securities Dealers (NASD), Series 7 license, 1987

**Education**

**Ph.D.,** Agricultural Education,Texas A&M University, College Station, TX, 1999

**Dissertation:** An Integrated Regional Systems Model of Rural Family and Community Conditions and Land Use Decisions in the La Amistad Biosphere Reserve Buffer Zone in Costa Rica and Panama.

**Certificate:** International Agriculture and Resource Management, Texas A&M University, College Station, TX, 1999

**M.S.,** International Business,Saint Mary’s College, Moraga, CA, 1983

**B.A.,** Liberal Arts/Business Administration,Stephens College, Columbia, MO, 1982

**Curriculum Design, Teaching & Training**

John F. Kennedy University, Pleasant Hill, CA

• Developed and taught upper and lower division on-line service learning courses to 100+ graduate and undergraduate students

US Peace Corps, Washington, DC

* Directed five one-day pre-departure orientations (‘Stagings”) for 175 Peace Corps trainees:

-Philippines, 44 trainees, (1/31/2002 – 2/1/02), San Francisco, CA

-Kiribati, 33 trainees, (10/20/2001 – 10/21/2001), San Francisco, CA

-Mongolia, 37 trainees (6/15/2001 – 6/16/2001), San Francisco, CA

-Panama, 18 trainees, (3/6/2001 – 3/7/2001), Miami, FL

-Nepal, 25 trainees, (3/13/2001 – 3/14/2001), San Francisco, CA

* Directed and coordinated twelve week Micro-enterprise/Small Business Development Pre-Service Training for 15 U.S. Peace Corps trainees in Mali, West Africa (7/1/02 – 10/1/02)
* Directed and coordinated twelve week Small Business Development component of Pre-service training for 11 trainees in Lesotho, Southern Africa (4/27/1995–7/29/1995)
* Directed and coordinated twelve week Small Business Development component of Pre-service training for 18 trainees in Vladivostok, Russia

(6/28/1994 – 12/3/1994)

Mississippi Consortium For International Development, Jackson, MS

* Developed curriculum and led two-week Women in Leadership course for 12 Bolivian professional women participating in USAID scholarship program. Taught human resource management and strategic planning.
* Developed curriculum and led three-week micro-enterprise administration course for 26 Honduran NGO credit officials participating in USAID CAPS/HOPS scholarship program. Taught introduction to small business in the United States, planning, accounting, marketing, feasibility study, budgeting, and financial management.

Texas A&M University-College Station, TX

Adapted agribusiness training materials into formal curriculum resulting in 250 page Curriculum Guide and Presentation Materials for Agribusiness Management for use by Russian instructors for Department of Agricultural Economics’ USAID-funded Russian-American Agribusiness Training Partnership project.

**Professional Development**

* Co-Active Coaching Fundamentals, The Coaches Training Institute
* Organization and Relationship Systems Coaching Fundamentals, The Coaches Training Institute
* Advanced Resume Writing, Career Master Institute, Louise Kursmark
* US Peace Corps, CHP, E.A.R.T.H., USAID and Iowa State University – Spanish language, cross-culture, project design and management, social change, economic and community development, and pesticide safety training, 1991-1993
* Dean Witter NASD Series 7 Study Course, 1984

**Presentations**

* National University System Innovation Grant Final Presentation, National University, San Diego, CA. Presented the VOIC project to audience that included National University system chancellor, system university presidents, and fellow grant recipients. 2017.
* National University System Innovation Grant Mid-Year Rally, National University, San Diego, CA. Presented the VOIC project to audience that included National University system staff and fellow grant recipients. 2017.
* National University System Innovation Grant Kick-Off, National University, San Diego, CA. Presented the VOIC project to audience that included National University system chancellor, system university presidents, and fellow grant recipients. 2016.
* Commonwealth Club, Silicon Valley Chapter: *“Choose an Extraordinary Life! Live the Life You Imagine*” San Jose, CA, 2005
* Duffy, S. B., et al., Forging Reciprocal Partnerships to Improve Child Nutrition and Physical Activity. University of California Cooperative Extension, Alameda County Power Play! The California Nutrition Network for Healthy, Active Families. From People to Policy: Empowering Healthy Change. Social Marketing Conference. Sacramento, CA, 8.7.03.
* Panelist. Community Food Security Assessment Workshop. Community Food Security Coalition. Berkeley, CA, 1.30.01.
* Port Enhancement Lecturer. Royal Caribbean Cruise Lines, Radiance of The Seas, Alaska’s Inside Passage. *“The Economy of Alaska, The Nature and Culture of Alaska, and Glaciation.”* 2002, 2003
* Guest speaker. Sierra Club San Francisco Chapter, *“A Delicate Balance: A Case Study of Conservation and Development in Costa Rica and Panama.”* 10.18.01.
* Conditions and Land Use Decisions in the La Amistad Biosphere Reserve Buffer Zone in Costa Rica and Panama: Implications for Extension and Training Services for Buffer Zone Farmers” paper given at 15th Annual Conference of Association for International Agriculture and Extension Education, *”Revisiting Extension Before the 21st Century,”* Trinidad & Tobago, West Indies, 3.19.99.
* An Integrated Regional Systems Simulation Model of Rural Family and Community Conditions and Land Use Decisions in Buffer Zones” paper given at International Society for Ecological Economics, Fifth Biennial Meeting *“Beyond Growth: Institutions and Polices for Sustainability”,* Santiago, Chile, 9.19.98.
* Internationalization of Land Grant University Curriculum for a Sustainable Environment,” paper given at 14th Annual Conference of Association for International Agriculture and Extension Education*, “Participatory Collaboration for a Sustainable Environment.”* Tucson, AZ, 4.15.98.
* Presented Paper “Fostering Sustainable Development in Rural Costa Rica”, 2nd Annual Sustainable Village Based Development conference in Pune, India, 1993.
* Duffy, S. B., Fostering Sustainable Development in Rural Costa Rica. Paper given at International Conference on Sustainable Village-Based Development sponsored by Society for International Development and Colorado State University, Fort Collins, CO, 1993.

**Teaching**

John F. Kennedy University, Pleasant Hill, CA. 11/16 – 4/18

Teach two (graduate and undergraduate) on-line Service Learning courses to 100+ undergraduate and graduate students.

Dominican University, San Rafael, CA. 2/13 to 11/13

Co-taught Green MBA Career Development Webinar Series, Susan Briski, Dr. Sheila Bliss Duffy, and Marie Kerpan. “Getting Clear on Your Career Direction”, “Planning Your Career”, “Creating your Personal Brand”, “Targeting and Building Your Network”, “Applying to Jobs”, and “Winning the Job”.

Mills College, Oakland, CA. 4/9/03

Guest lecturer in Dr. Margo Okazawa-Rey’s Women Re-Defining Security/Community Service Learning undergraduate course, *“Improving Health, Nutrition, and Food Security in Alameda County.”*

Texas A&M University, College Station, TX, 8/95 to 5/99

Taught graduate student seminar series in Agricultural Education Department based on Annenberg/CPB “Race to Save The Planet” video series. Taught weekly computer lab to 35 undergraduates

Mt. Diablo Unified School District, Walnut Creek, CA, 1/94 to 12/94

Substitute Teacher. Subject: Spanish

San Francisco Community College, San Francisco, CA 2/90 to 3/91

Taught Small Business Institute Program courses: *“Record Keeping,” “Small Business Insurance,” “Controlling Your Inventory,” “Retail Management,” “Finance For Small Business,” “Buying A Business,” “Getting The Right Loan,” “Finding The Right Location,” “The Telephone As A Sales Tool,” and “Getting Government Business.”*

Ohlone College, Fremont, CA 12/90 to 6/91

Taught courses in Business, Banking and Finance Program: *“BBF107A-Establishing Investment Objectives,” “BBF107B-Characteristics of Savings Investments,” “BBF107C-Stock, Bonds and Speculative Investments,” “BBF107D-Real Estate and Collectibles,” “BBF107E-Timing Investment Decisions,” “BBF107F-Tax Aspects of Investments,” “BBF106A-Personal Financial Plan,” “BBF106B-Cash Management,” “BBF106C-Financing Consumer Goods,” “BBF106D-Protecting Assets,” “BBF106E-Investing For The Future,” and “BBF106F-Retirement Planning.”*

National University,San Jose, CA 6/90 to 9/90

Taught upper division undergraduate course in School of Business and Management: *“FIN508-Financial Management.”*

Lincoln University, San Francisco, CA 1/90 to 12/18/90

Taught upper division undergraduate courses: *“BA303 Financial Management” and “BA344-Financial Planning.”*

Chapman College,Vallejo, CA 10/89 to 12/90

Taught upper divisionundergraduate courses: *“Economics 200: Principles of Microeconomics” and “Economics 201: Principles*

*of Macroeconomics.”*

West Valley College, Saratoga, CA 10/88 to 12/88

Taught Older Adult Program courses: *“Financial Planning For Seniors,” “Advanced Financial Planning,” and “Senior Preparedness.”*

Mission College, Santa Clara, CA, 1/88 to 12/89

Taught course in Community Education Program: *“Understanding Investments.”*

Newark Adult School, Newark, CA 10/88 to 2/89

Taught workshops: *“Budgeting Your Money: Planning For Your Retirement. Planning For Your Children’s College Education. Planning For Buying A House. Planning For Savings And Investments”, “Tax Preparation” and “The Stock Market Game.”*

**Publications**

Green MBA Career Guide, Dominican University, San Rafael, CA. Susan Briski, Dr. Sheila Bliss Duffy, and Marie Kerpan. (2013)

A Framework for Understanding Food Security, Center for Weight and Health, University of California, Berkeley. Ganapathy, S., Duffy, S.B. and Getz, C. (2004)

Building Food Security in California Communities. Newsletter of California Certified Organic Farmers. Duffy, S.B., Kurzweil, J., and Masch, M. Volume XIX, Number 1, Spring 2002: 6-7

Ecoregion-Based Priority Setting. Publication in Biodiversity Support Program Analysis and Adaptive Management Program Series. Duffy, S. B., (2001) Unpublished.

Modelling Land Use Decisions in the La Amistad Biosphere Reserve Buffer Zone: Implications for Agroecosystem Management. Chapter in edited volume on La Amistad Conservation and Development Initiative. Duffy, S. B., (2001). Unpublished.

 Stimulating Land-Use in the La Amistand Biosphere Reserve in Costa Rica and Panama. Ecological Modelling, special issue on Integrating Ecology with Human Demographics and Socioeconomics: Modelling Ecological Effects of Human Factors, 140: 9-29. Duffy, S.B., Corson, M.S., Grant, W.E. (2001)

• Internationalization of Land Grant University Curriculum for a Sustainable Environment. Journal of International Agriculture and Extension Education. Duffy, S. B., Toness, A., and Christiansen, J. (1998)

**Scholarships, Grants & Awards**

* Principal Investigator, National University Innovation Grant, ($25,000) for VOIC project, a pilot demonstration of a skills based university-community volunteering partnership. [https://www.nusystem.org/Innovation-Grant-Program](https://www.nusystem.org/Innovation-Grant-Program%22%20%5Ct%20%22_blank)**.** 2016-2017.
* Texas A&M University Department of Agricultural Education American IAEE scholarship, ($750) to attend 14th Annual Conference of Association for International Agricultural and Extension Education (AIAEE), Tucson, AZ, 1998.
* Outstanding graduate student research paper award. “Internationalization of Land Grant University Curriculum For A Sustainable Environment”, at 14th Annual Conference of AIAEE, 1998.
* R. M. “Bob” Logan Academic Excellence Award, Texas A&M University, $1,000, 1999.
* Pioneer Hi-Bred Scholarship ($700) to attend 33rd Annual Meeting of AIARD in Washington, DC. Gave acceptance address. 1997.
* Dr. Maurice Albertson Scholarship ($200) to attend International Conference on Sustainable Village-Based Development sponsored by Society for International Development and Colorado State University in Fort Collins, CO. 1993.

**Professional Affiliations & Civic Activities**

Certified Long Term Care Ombudsman, Ombudsman Services of Contra Costa County, 2016 (including 36 hour training), responsible for three senior care homes in Pleasant Hill, CA. 2016-present.

Pipeline Fellowship, An angel investing bootcamp for women philanthropists, Bay Area Fellow, 2013

Member, Technical Review Committee, California Department of Food and Agriculture's Specialty Crop Block Grant Program, 2013, 2011

Volunteer. Red Cross, Disaster Assistance Team, Contra Costa County. Basic CPR, First Aid and AED 2017.

Member, International Coach Federation and East Bay Coaches, 2006-Present

• Member, Society for International Development, 1998

Awards Committee Chair, Association for International Agriculture and Rural Development (AIARD), 2001

Founding Board Member, Amigos de las Americas, San Francisco, Financial Education Forum

Loaned Executive, United Way of the Bay Area, 1990.

Volunteer, U.S. Peace Corps, Integrated Community Development, Costa Rica, (6/27/1991 – 10/25/1993)