

Keely Floyd

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EDUCATION

University of Connecticut, Storrs, CT

Master of Arts, Higher Education and Student Affairs, May 2014

DePauw University, Greencastle, IN

Bachelor of Musical Arts, Honor Scholar Program Graduate, May 2009

UNDERGRADUATE TEACHING EXPERIENCE

PBHL – H245 Professionalism in the Healthcare Workplace, IUPUI

Adjunct Instructor, Fairbanks School of Public Health, Spring 2019 – Present

UCOL – U210 Career Connections, IUPUI

Instructor, University College, Spring 2015 – Present

SHHS – W211 Orientation to Health and Rehabilitation Professions, IUPUI

Adjunct Instructor, School of Health and Rehabilitation Sciences, Fall 2017 – Fall 2018

BUS – X220 Career Perspectives, IUPUI

Adjunct Instructor, Kelley School of Business, Fall 2016

UNIV 1820 First Year Experience, University of Connecticut, Storrs, CT

Co-facilitator, Fall 2013

UNIV 1991 Student Support Services, University of Connecticut, Storrs, CT

Practicum Student, Peer Mentor Program, Fall 2013

INTD 4800 Senior Year Experience, University of Connecticut, Storrs, CT

Co-facilitator, Fall 2012

CAREER DEVELOPMENT EXPERIENCE

University College, Indiana University – Purdue University Indianapolis (IUPUI), Indianapolis, IN

Career Consultant, Health and Life Sciences Advising Center, July 2014 – Present

- Provide 10 to twenty hours per week of individualized counseling appointments for exploratory undergraduate students interested in majors and careers related to healthcare
- Accurately document details and processes related to student interactions through the IU-wide AdRx system to promote collaboration between support services and continuity in advising
- Manage the Health and Life Science Experience Expo, bringing together representatives from health-focused student organizations, community organizations, and academic programs to provide students information about experiential opportunities in a fair-style setting
- Serve as guest lecturer in approximately 15 First-Year Seminar classrooms each year, presenting on topics ranging from Holland Code interpretations to networking skills and resume development
- Develop and manage Field Trip Friday career outings to encourage exposure to lesser-known career fields and professional organizations for small groups of exploratory students
- Utilize university networks and partnerships to place service-learning students with approximately 7 community organizations in the Indianapolis community each semester
- Assist in development and management of IUPUI-specific career exploration resources and assessments

Center for Career Development, University of Connecticut, Storrs, CT

Graduate Assistant, Internship Resources Team, August 2012 – May 2014

- Approved internship sites, facilitated student meetings, built curriculum, and evaluated assignments for a one-credit internship course intended to emphasize goal setting, professionalism, and current employment trends
- Worked with students in individualized appointments to identify school-based, alumni, and community resources to aid in the search for meaningful internship and cooperative education experiences
- Communicated with internship hosts to ensure that student experiences meet the educational standards set forth by the Fair Labor Standards Act
- Counseled undergraduate students in one-on-one résumé and cover letter appointments to help students connect academic experiences with career goals

ADDITIONAL HIGHER EDUCATION EXPERIENCE

Student Support Services, University of Connecticut, Storrs, CT

Practicum Student, Peer Mentor Program Advisor, August 2013 – December 2013

- Assisted in curriculum building, classroom facilitation, and grading of assignments for a course designed to further the personal and professional development of the department's Peer Mentors
- Monitored the progress of Peer Mentors to provide structure for the mentoring experience and serve as a resource for questions regarding students of concern
- Collaborated with supervisor and senior mentors to implement a new mentor matching process

Honors Programming and Events, University of Connecticut, Storrs, CT

Academic Advisor, Orientation Assistant, January 2013 – August 2013

- Provided academic advising for first-year Honors students in the College of Liberal Arts and Sciences, the School of Nursing, the School of Fine Arts, and the School of Engineering by advising on academic requirements and elective and general education requirements for individual schools and departments
- Advised programming efforts for two student groups focused on the recruitment and retention of Honors peers

Office of Admission, DePauw University, Greencastle, IN

Admission Counselor, July 2009 – June 2012

- Annually evaluated more than 600 applications for admission on the basis of academic accomplishment, rigor of coursework, community involvement, quality of application materials, and personal interactions
- Developed relationships with key alumni in assigned recruitment territory to help build community relationships, host events, and communicate with prospective students
- Conducted personalized interviews with prospective DePauw students to assess college readiness, academic and career goals, and "fit" within the University community
- Oversaw the hiring, development, and supervision of 5-8 senior interns who assisted the counseling staff with prospective student interviews, events, and presentations

AWARDS AND GRANTS

Center for Service and Learning (IUPUI)

Funded, Service-Learning Assistant, 2015-2016, 2016-2017, Summer 2018, 2018-2019

Outstanding Service to Students Award (IUPUI)

Recipient, Spring 2018

Nan Bohan Community Engagement Award (IUPUI)

Recipient, Fall 2017

Welcoming Campus Initiative (IUPUI)

Grant Recipient, Spring 2017

Career Development Professionals of Indiana (CDPI),

Outstanding New Professional, May 2016

Career Services Council (IUPUI)

Professional Development Grant Recipient, May 2016

PROFESSIONAL SERVICE

Career Development Professionals of Indiana (CDPI)

Treasurer, February 2019 - Present

Chair, Conference Programming Committee, Spring 2018

Indianapolis Business Journal (IBJ) Media

Publications Advisory Board, "Grad" and "Career Ready" Magazines, January 2018

INSTITUTIONAL SERVICE

Career Services Council

Chair, Events & Communications Committee, January 2017 – Present

Board Member at Large, August 2016 – Present

Academic Dismissal Reinstatement Committee

Member, May 2018 – Present

Fall Career Week Committee

Member, July 2014 – Present

University College Major-Career Changers Action Team (MCCAT)

Member, Spring 2019

Plater Civic Engagement Medallion

Selection Committee, Spring 2018, Spring 2019

First Year Seminar Connections & Community Subcommittee

Member, AY 2018-2019

First Year Seminar Academic Experience Subcommittee

Member, AY 2018-2019

Health Careers Club

Staff Advisor, Spring 2015 – Fall 2019

Health Careers Opportunities Program (HCOP)

Guest Lecturer, Summer 2016, Summer 2017, Summer 2018

Ethics of Healthcare Volunteerism Work Group

Member, Spring 2018

SELECTED PRESENTATIONS AND PUBLICATIONS

National Career Development Association (NCDA) Conference, Houston, TX, June 2019

Co-Presenter: "Grounding the Helicopter: Career Development Advocacy with Students' Family and Friends"

"Academic Advising Today" Online Journal, March 2019

Co-Author: "A Landing Pad for Helicopter Guests: The Friends & Family Program at IUPUI"

IU EDGE Conference, Indianapolis, IN, May 2018

Co-Presenter: "Give Family and Friends the EDGE is Supporting Student Career Development"

Jaguar Academic Advising Association (JACADA) Professional Development Day, Indianapolis, IN, May 2017

Panelist: "Organized Chaos: Tips from the Pros"

National Academic Advising Association (NACADA) Region 5 Conference, Rosemont, IL, April 2017

Co-Presenter: "Plot Twist Panic: Building Strong Parallel Plans"

Midwest Association of Colleges and Employers (Midwest ACE) Regional Conference, St. Louis, MO, July 2016

Presenter: "The Experience Expo: Utilizing Community to Teach Careers"

Jaguar Academic Advising Association (JACADA) Conference, Indianapolis, IN, May 2016

Co-Presenter: "Creating Pathways for Parallel Planning"

IU EDGE Conference, Indianapolis, IN, May 2016

Co-Presenter: "The Appreciative Advising Framework: Beyond the Academic Appointment"

National Academic Advising Association (NACADA) Region 5 Conference, Toronto, ON, April 2016

Co-Presenter: "The Appreciative Advising Framework: Beyond the Academic Appointment"

Midwest Cooperative Education & Internship Association (MCEIA) Conference, Indianapolis, IN, December 2013

Presenter: "Internships as Education: Partnering with Students and Hosts to Ensure Learning in the Workplace"

COMMUNITY ENGAGEMENT

Indiana Wind Symphony, Indianapolis, IN, *Musician*, January 2017 – Present

Indy Runners, Indianapolis, IN, *Volunteer*, January 2017 – Present

Arts for Learning Indiana, Indianapolis, IN, *Member, StART Young Professionals Board*, March 2015 – March 2019

Putnam County Youth Soccer Association, Greencastle, IN, *Head Soccer Coach*, July 2009 – July 2012

Woodrow Wilson Middle School, Terre Haute, IN, *Keynote Speaker, Career Day*, May 2012

Indianapolis Symphony Orchestra, Indianapolis, IN, *Education Department Volunteer*, May 2007 – July 2012

Terre Haute Housing Authority, Terre Haute, IN, *AmeriCorps Volunteer*, June 2005 – August 2006