



SEIZE THE YEAR YASMIN LAMBIE-SIMPSON

EXPERIENCE

Creative and Education Consultant

2015-Present

Managing consulting business with emphasis on creative and education programs. On-going projects have included:

- **Branner Spangenberg Gallery:** co-curator and project management for a Redwood City Gallery to showcase rotating exhibitions of local and international artists in both an on-line presence and physical space.
- **Seize the Year:** development and presentation of materials to help students and families recognize the relevance of structured Gap Year Programs and to guide them through the process.
- **Preparing Your Student for College:** development of workshops for high school parents and students preparing to take the next step into higher education.
- **Paintbrush Diplomacy Museum:** created outreach opportunities to bring awareness to a collection of international student's artwork from around the world.

Dean of Student Affairs
Menlo College, Atherton, California

2007-2015

A private 4-year college offering Bachelor's degrees in Business and Psychology.

The Dean reported to the President, provided administrative leadership and overall vision for a comprehensive Office of Student Affairs. Primarily responsible for the well-being, social development and security of all students, including oversight, leadership and programming of New Student and Parent Orientation, Campus Life, Clubs and Organizations, Disability Services, Residential Care, Community Service, Faculty and Staff Residential Program, Health and Wellness programs. Collaborated closely with Academic Affairs to develop co-curricular programming.

- Member of the President's Council, WASC Accreditation team 2007, Strategic Planning Task Force 2007-2015.
- Managed an annual budget of over \$1,000,000.00.
- Initiated and chaired the Student Success Committee with members representing every department of the college including athletics and academics to strategize and develop programs for retention and success of all students.
- Co-Chaired the Art Committee, 2009-2015 producing six annual exhibitions attracting community members to the college. Concluded the 85th Anniversary of Menlo College in 2014 with the production of 85 Years/ 85 Artists which included works by 95 local and international artists representing their depictions of history from 1931-2014. Exhibition reviewed by renowned art critic, Kenneth Baker. This exhibition drew record numbers, sales of artwork and a catalog was produced available through Amazon.
- Represented Menlo College on the Menlo Park Rotary Club, 2010-2015; member on committee that created and executed the first *Taste of Menlo Park* fundraiser for the Menlo Park Rotary Scholarship fund held at Menlo College and raised 20K the first year.



- Developed and implemented campus wide events; Academic Success Celebration; Honors Convocation; Leadership Appreciation Dinner and Awards.
- Collaborated with Academic Deans to develop and execute the First Year Experience program which led to an increase in our freshman to sophomore retention rate from 63.5% in 2008 to 92.4% 2014.
- Increased on campus residential capacity from 394 beds fall 2007 to 503 beds fall 2010 allowing two thirds of the student population to reside on campus.
- Expanded and enhanced new student orientation activities to include an overnight retreat for all incoming students as a component of Orientation Activities 2009 -2014.
- Collaborated with Bay Area Colleges for Menlo's students to attend *LeaderShape Summer Institute* at Dominican University, 2009-2015.
- Initiated monthly Speaker Series in collaboration with faculty.

Director
International House, California State University, East Bay

2005 – 2007

Residential Facility for International students attending CSUEB's American Language Program under the direction of the International Studies and Continuing Education area.

The Director served as a member of the management team and reported to the Executive Director of International Programs in collaboration with the Office of Student Affairs. Managed and maintained the CSUEB International House, a new residential project that was off-site. This was a year-round residence for 300 international students in the American Language Program and Domestic students of CSUEB.

- Implemented all policies, functions and procedures for the development of International House including facilities, dining and security.
- Developed a programmatic calendar for residential students to address the culture differences and to appreciate diversity; i.e. language tables at dinner; cultural festival show and tell and speaking series.
- Responsible for well-being, safety and security of all residents.
- Hired, trained and supervised office and residential staff.
- Provided administrative leadership, developed and maintained liaisons with academic, financial, administrative, student life and enforcement offices, as well as outside vendors.
- Worked closely with the management team of Student Affairs, Associated Students Incorporated, the Foundation and the University Union to create an inclusive campus community.
- Housed 80 Katrina students, the largest post-disaster transfer group of any of the California State Universities.

Assistant Director of Programs
International House, University of California Berkeley

1998-2005

A multicultural residential "living and learning" center of nearly 600 students and scholars from 70+ countries, including the U.S., who attend the University of California Berkeley. The International House mission is to foster intercultural respect, understanding, lifelong friendships, and leadership skills to promote a more tolerant and peaceful world.



The Assistant Director position had advanced responsibilities assisting the Director in strategic planning, staffing, oversight of programs and services for a very broad range of clients: 4,000 international students, scholars and their families; 600 residents; 385 non-resident members; a 200-member Faculty Wives Foreign Student Committee, 6-8 Rotary clubs and other community groups, campus clubs, departments and organizations.

- Designed, implemented and evaluated specialized training programs in a wide range of areas including: cross cultural adjustment and communication, values, conflict mediation and leadership.
- Assisted the Director in designing and monitoring program-related budget of over \$350,000 derived from a variety of sources including general operating budget, grants, gifts and other restricted accounts.
- Designed and developed an extensive calendar of international programs to foster understanding and awareness of diverse cultures and worked to achieve maximum participation in programs.
- Recruited, hired, trained, motivated and supervised career support staff, part-time student staff and volunteers.
- Advanced responsibility for developing and managing community outreach program.
- Advisor and staff liaison to the 9-member International Resident Student Council, student leaders representing all regions of the world.

Student Activities Coordinator
San Francisco Art institute, San Francisco, CA

1990-1998

A private highly selective undergraduate and graduate college with focus on contemporary art.

- Designed and directed a broad range of events and activities to enhance student leadership and development as a member on the Enrollment Management team.
- Supervised the weekly student exhibition program in the Diego Rivera Gallery; trained and coordinated the co-directors assisting in running the gallery, hosting receptions, installing and de-installing the exhibitions.
- Hired, trained and supervised work-study students for a number of different positions and levels of responsibility.
- Served as administrative liaison and facilitator for all student groups and organizations; responded to a wide range of student needs, including psychological counseling referral, learning disabilities services, tutorial, off-campus housing, health education, drug awareness and career services.

TEACHING

2016	Educator in the Classroom, Museum of African Diaspora, Oakland and South San Francisco, CA
2015	<i>Art is Education</i> curriculum, Hayward Unified School District, CA
2007-2015	First Year Experience Seminars and Leadership Training for College Students, Menlo College, Atherton, CA
2008	Painting and Clay Workshop for Breast Cancer Survivors for Transformative Art and Holistic Studies thesis, John F. Kennedy University, Orinda, CA
2005 – 2007	Resident Assistant Training, California State University, East Bay, Hayward, CA
1997	<i>Artist as Teacher</i> class at San Francisco Art Institute, San Francisco, CA
1996	Oakland Museum Education department, Oakland, CA



EDUCATION

2009 M. A., John F. Kennedy University, Orinda, CA
1989 B.F.A., San Francisco Art Institute, San Francisco, CA