

## VITA

Jane Doe

**Community Economic Development Specialist, Assistant Professor**  
**WSU Extension, Washington State University**

**OFFICE LOCATION:** 412 E Spokane Falls Blvd. Spokane, WA 99202

**OFFICE PHONE:** (509) 358-1111

**EMAIL:** jane.doe@wsu.edu

---

### EDUCATION

#### A. Degrees Earned

1999 D., Juris Doctorate, McDaniel University, School of Law with emphasis in Water Law

1995 M.B.A., Business Administration, McDaniel University, School of Business

1992 B.A., Political Science, Whitworth University

#### Certificates and Licenses

2000 Certificate in International Studies- Pace University Law School

2000 Washington State Licensed Attorney

### EMPLOYMENT

#### A. University Related

*2005-Present*

WSU Extension Community Economic Development Specialist. Serving rural communities through economic development education and applied research with an emphasis in access to capital options for small business financing, small business development, and creating entrepreneurial ecosystems in communities.

*2001-2004*

WSU Extension County Director, Sage County. Responsible for administrative leadership for 3 faculty and 2 staff with program oversight for youth, family, natural resources programs. Conducted the community economic development program. Annual office budget, 450,000.

#### B. Other

*2000-1997*

Financial Manager for Neighborhood Action Partners, Springdale, MO. Supervised five staff and ten volunteers. Managed budgets for six programs with annual budget of \$750,000.

## HONORS AND AWARDS

2014

Faculty Excellence in Extension Award, Washington State University

2007

Gold Award for Digitally Curriculum, "Training Local Entrepreneurs,"  
Natural Resource Extension Professionals (ANREP)

## GRANTS, CONTRACTS, AND FUND GENERATION<sup>1</sup>

### A. Grants and Contracts

2015

EDA Planning Program and Local Technical Assistance Program, \$39,943.  
Co-P.I.s: **J. Doe** and J. Flash (6/1/15-5/30/16) (1,2,3,4,5 \$17,995) (Pending).

Local Investment in Rural Communities, Association of Washington Cities,  
\$15,000. P.I., **J. Doe** (01/15-12/15) (1, 2, 3 \$1,500)

2012-Present

Women's Business Center in Partnership with Spokane Neighborhood  
Action Partners, Small Business Administration, \$750,000. Co-P.I.s:  
E. Lane and **J. Doe** (7/12-09/16) (1,2,3, \$350,000)

### B. Gifts and Awards

2013

Private Donor, in support of the Tribal Entrepreneur Program, \$22,000  
Mattel Corp. Foundation, in support of the development of the *Entrepreneur Game*

2012

AT&T Foundation, in support of the Tribal Broadband Access Project, \$26,000

### C. Program Revenue Generation and Sponsorships

2013

Microsoft Corp., co-sponsorship of the *WSU Women in Business Conference*,  
June 2-6, Spokane WA. \$10,000

2012

*Developing a Entrepreneurial Ecosystem in your Community*, workshop registrations,  
\$5,500.

2010

*Master Gardeners as Entrepreneurs*, Certificate tuition and fees, \$21,000

---

<sup>1</sup>Key to indicators or description of contributions to Grants, Contracts and Fund Generation: 1 = Provided the initial idea; 2 = Developed research/program design and hypotheses; 3 = Authorship of grant application; 4 = Developed and/or managed budget; 5 = Managed personnel, partnerships, and project activities.

## D. MOA's and funding secured from Public, Non-profit, and Private entities

2003

Sage County Memorandum of Agreement, P.I, **J. Doe** (1/03-12/03) (4, 5, \$141,500)

2002

Sage County Memorandum of Agreement, P.I, **J. Doe** (1/09-12/09) (4, 5, \$105,000)

2001

Sage County Memorandum of Agreement, P.I, **J. Doe** (1/10-12/10) (4, 5, \$98,600)

2001-Present

Young Leaders Foundation MOA, P.I, **J. Doe** (ongoing, annual) (1,2,3,4,5 \$26,500)

## E. Unfunded Grant Proposals – Summarized by Year

Year	Total Grants	Total Dollars
2014	3	\$194,450
2013	4	\$780,000

## PUBLICATIONS AND CREATIVE WORK<sup>2</sup>

### A. Peer-reviewed Journal Articles.

2015

Shore, D., and **J. Doe**. (2015) Bubble Charting: a futuring tool, Journal of Extension (Accepted) (1, 3, 4, 5, 6)

2014

**Doe, J.** (2014) Show Me the Money: why extension should always charge for training, Journal of Extension [Online] 50(5) (1,2,3,4,5,6 )

**Doe, J.** (2014) Unintended Impacts of Non-normative Evaluation, Journal of Entrepreneur Sciences. [Online]10(5) <http://www.JES.org/journal/as>. (1,2,3,4,5,6)

2013

Fau, J., and **J. Doe**. (2013) Protection of Human Subjects and Entrepreneur Surveys, International Social Science Journal 24:693-719. (2,3,4)

---

<sup>2</sup>Key to indicators or description of contributions to Publications and Creative Work: 1 = Developed the initial idea; 2 = Obtained or provided funds or other resources; 3 = Collected data; 4 = Analyzed data; 5 = Wrote/created product; 6 = Edited product.

## **B. Peer-reviewed Extension Publications.**

2015

**Doe, J.** 2015. How to Use Bubble Charting as a Futuring Tool, *Washington State University Extension Publication* EB2020. Washington State University.  
[pubs.wsu.edu/ItemDetails.aspx?](http://pubs.wsu.edu/ItemDetails.aspx?) (1, 3, 4,5,6)

Latte, S. and **J. Doe.** 2015. Raising Worms as a Small Business. *Oregon State University Extension Publication* EM9034. Oregon State University.  
[catalog.extension.oregonstate.edu/files/project/pdf/em1004.pdf](http://catalog.extension.oregonstate.edu/files/project/pdf/em1004.pdf). (2,3,4,5)

2011

**Doe, J.** 2011. Economic Gardening. *Washington State University Extension Publication* MSC0304. Washington State University. (1,2,3,4,5)

## **C. Peer-reviewed Curricula and Training Manuals**

2015

**Doe, J.** 2015. “Dealing with Fox News”, Section IV, pps 40 – 49, in *The New Facilitation Manual*, by Doe, J., C. Ray, L. Mee, et al. *Washington State University Extension Publication* EM06902. Washington State University.  
<http://cru.cahe.wsu.edu/CEPublications/EM06902> (1,3,5)

## **D. Published Books, Book Chapters, or Monographs** (Peer reviewed products are indicated by a \* and indicate the entity managing the review.)

2012

\***Doe, J.** 2012. “Leading by Following”, Chapter 8, pps 141 – 157, in *Facilitation in the 21<sup>st</sup> Century*, Freud, S. editor. Pencil Pusher Press, Cambridge, MA (1,3,4,5 peer review managed by Dr L. Soe, Chair – Department of Applied Economics, Harvard University, Cambridge, MA)

## **E. Creative Scholarship in Juried Events.**

2009

**Doe, J.** *Rural Pathways to Local Investing*, National Association of Community Development Extension Professionals. September 12 -16, Tampa, FL. Poster. (3, 4, 5, 6)

**Doe, J.** *Local Investing in Rural America*, Association of Community Finance Professionals. Annual Conference, April 1-6, San Luis Obispo, CA. Proceedings, pp.10-5 (3, 4, 5, 6)

## **F. Educational Digital Media** (Peer reviewed products are indicated by a \* and indicate the entity managing the review.)

2012

**Doe, J.** *Bubble Charting Simulation*, freeware, <http://bubble.gl/n1N06>. (3, 4, 5, 6)

## **G. Non- peer reviewed Publications and Creative Works**

2104

**Doe, J.** “Bubble Charting Future Social Capital” in *Rural Connections* Volume 2, 2014. Published by the Western Rural Development Center, (1, 3, 4, 5, 6)

## PRESENTATIONS

### A. International

2012

**Doe, J.**, U. North, and B.C. Albert *When Local Economic Development Spans an International Border; a Canada-United States collaboration*, International Development Society Conference, December 14-19, Banff, Alberta, Canada

### B. National

2014

**Doe, J.** *Creating Access to Capital: local investment as a stimulus for rural economic growth*, National Association of Community Development Extension Professionals. June 13 -17, Grand Rapids, MI

### C. State

2011

**Doe, J.** *Building an Entrepreneurial Ecosystem*, Association of Washington Cities Conference. April 8-11, Richland, WA (Keynote speaker)

2010

**Doe, J.** *Why Invest in Local Investing?* Washington Bank Association Conference. March 8-11, Ritzville, WA

### D. Local (representative examples)

2012

**Doe, J.** *Acquiring Local Capital for Your Business*, Washington Department of Commerce Workshop, February 2-3, Republic, WA (Keynote Speaker)

2011

**Doe, J.** *Local Issues Forum; an Evening with Your New Congressional Delegation*, January 23, Spokane WA (Forum moderator)

## UNIVERSITY INSTRUCTION

### A. Credit Courses Taught

2013

*Micro Economics and Local Development*, graduate course. School of Economics, Everstate College – Spokane, WA

### B. Additional Teaching

2012

*Micro Economics and Local Investing*, undergraduate course. School of Economics, Everstate College – Spokane, WA (guest lecturer)

### C. Advising (Graduate Students and Student Interns)

2011

Derek Ohlgren, MS, Civil and Environmental Engineering, Washington State University, (thesis committee)

2010

Supervised 5 extramurally funded international graduate interns as part of US/Canada Local Development Project (USAID), Washington State University, Pullman WA and University Alberta, Edmonton, Canada

## **PROFESSIONAL SERVICE**

### **A. University**

2013

Washington State University Strategic Plan Taskforce – Chair  
WSU Extension Director Search Committee – member

2010

Washington State University Faculty Senate – Senator

### **E. Professional Society**

2008

National Associate of Economic Developers – Western Regional Chair

2007

Extension Professionals Society – Conference Planning Chair

### **C. Community**

2012

Washington Local Investment Coalition – President

2011-Present

Washington Banking Association Advisory Board - member

### **D. Review Activities**

2010-Present

**Doe, J., C. Ray, D. Mee,** (editors) Journal of Metropolitan Extension; a journal of the Society for Urban Extension. [Read the Journal at W. Coyote](#) [Online Library]

## **ADMINISTRATIVE RESPONSIBILITY**

2001-2004

WSU Extension County Director, Sage County. Responsible for administrative leadership of faculty /staff, budget development/ management, local government liaison and representing WSU to the public. for youth, family and natural resources programs. Conducted the community economic development program. Annual office budget, \$450,000.

## **PROFESSIONAL & SCHOLARLY ORGANIZATION AFFILIATIONS**

Society for Indigenous Asset Building – member

National Association of Community Development Extension Professionals (Chair, 2011)

**PROFESSIONAL DEVELOPMENT**

*2006-2007*

*Spanish for Professionals, Gonzaga University Certificate Summer Program*

*2004*

*Indigenous Economic Development Course, International Economic Development Council*

SAMPLE