

# JULIA GREEN

## CONTACT

✉ Jsciteach@gmail.com

## PROFILE

Innovative systems thinker, seasoned project manager and group facilitator

Subject matter expert in student information systems

Experienced business and technology planner

Multimedia Author – ADA compliant video and print materials

FIRST Mentor – BATMAN (Business, Technology, Marketing/Media, Networking)

Full Stack Web Developer

## CERTIFICATIONS

Current MI Professional Teaching Certificate

National Board Certified Teacher 2004-14



<https://www.youracclaim.com/users/julia-green/badges>

## AWARDS

National Council of Women in Technology (NCWIT)  
Educator Award – Michigan 2017



## EXPERIENCE

### Senior Business Analyst, Student Applications

2015-present Oakland Schools

Provide strategic direction and leadership related to student information system with recent emphasis on transitioning to a web-based application, grading systems, food service data, large-scale communications and customer facing analysis tools.

Implement system and sub-systems, optimizing configurations for LEA/PSA to meet unique customer needs.

Member of Oakland Schools Customer Service team creating online peer recognition form for DORY Awards

MISTAR-Q System Trainer and System Administrator Mentor; mentoring new system admins in best practices of customer service, complex problem solving and system functionality/features

Ed Camp Facilitator, MISTAR User Conference 2018 and 2019

### Business Analyst, Student Applications

2005-2015 Oakland Schools

Define business requirements and execute processes to create technical and functional solutions for 25+ implementations of student information systems and county-wide implementation of data analysis and assessment systems.

Serve as liaison to customers in process improvement, system design, and testing.

Led implementation and conversion projects; integrating complex systems, data conversion, and change management in multiple districts.

## EDUCATION

### Master of Arts, Teaching

Marygrove College, 1997

### Bachelor of Science

NW Missouri State University, 1992

Majors: Elementary and Middle School Education

Minors: Science Education, Math Education

## VOLUNTEER EXPERIENCE

### **FIRST Robotics Competition, Mentor**

January 2011-present

Lead and mentor 30+ high school students in creating business and sustainability plans, SWOT (Strengths, Weakness, Opportunities, Threats) planning, 100+ pages annually of awards documentation, marketing and media publications, technical documentation, sponsor pitches and recognition, imagery and image production, and team outreach/volunteerism.

Maintain team hardware (laptops, servers, printers, networks) and software to ensure success on competition field and training events.

Serve in a key volunteer/management role at events with responsibilities including accurate field setup, local area network security, servers and scoring software, accurate scoring data from connected devices, safety of field personnel and students, root-cause troubleshooting for robots, inventory control, efficient case packing and trailer loading.

### **Athletic Booster Club Executive Board, Secretary** August 2008-June 2014

Implemented online volunteer management system for 1000+ users, eliminating inefficient paper system. Responsible for executive board minutes and record-keeping. Instituted and enforced policy on document retention. Analyzed and recommended by-law changes. Instituted standardization of business operations and cash controls.

### **Cluster Director, Girl Scouts of SE MI**

August 2004-August 2009

Supervised, coached, trained and evaluated 9 direct reports over period of five years. Participated in national grant to analyze, construct and deliver new single-entry volunteer management system. Co-presenter of grant outcomes to national level executive leadership team at Macy Conference Center, New York.

Manage data extracts/imports and coordinate management of specialized databases.

Create, deliver and evaluate technical training and support for internal and external users including help desk personnel, secretaries, teachers and superintendents.

Implemented new Grade Book module accommodating a wide variety of instructional practices with current and new clients.

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## Teacher

1993-2005

### **Detroit Public Schools**

**Technology Integration Coordinator**, Novell and Windows OS.

Design and lead staff development workshops emphasizing technology integration, using software applications and hardware, in all subject areas.

Researched, purchased, installed software packages for school-wide implementation in multiple subject areas.

### **Data Specialist**

Led the staff in data analysis from multiple sources, using Baldrige performance improvement management system. Conducted research on factors that inhibit student performance, tracking trends over time.

Teamed with building administrators to create school improvement plans and technology plans. Results of the plan included increased academic achievement and a re-classification of the building to "Safe Harbor" status under NCLB.

### **Our Lady of the Lakes, Waterford MI**

**Technology Coordinator / Project Manager / Science Teacher**

Liaison with parent advisory committee to determine critical needs for hardware and software purchases, balancing needs of students and staff with desires of parents and community.

Analyze, research and recommend acquisitions, upgrades and repairs for hardware, software and network within budget constraints of a suburban parochial school.

Staff development and training for K-12 school, individual and small group skill acquisition in network usage, software integration, and curriculum integration.

Installed and configured routers, switches, patch panels, server, printers and workstations.

Webmaster for K-8 school; Network Administrator for both K-8 and 9-12 schools.

Provided technical support for teachers, secretarial staff, administrators and students.