Dr. Cassandra Hawkins

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# Executive Summary

As an experienced researcher and professor, I prepare students to conduct research studies and enhance writing abilities and use my research efforts to transform communities. As a program evaluator, I work with organizations to improve their program outcomes and fulfill requirements of their grants. As the advisor for the MVSU Rural Policy Student Advocacy Group, I assist students in understanding the significance of civic engagement and developing collaborative partnerships between the MS Delta community and the university. My diverse background includes data visualization, project management, program evaluation, research projects management, and the facilitation of professional development trainings.

# Core Qualifications

* Demonstrated knowledge of conducting qualitative and quantitative research, using data visualization tools, such as Excel, Qualtrics, SPSS, and NVivo.
* Extensive experience working collaboratively with nonprofit organizations, higher education institutions, academic departments, and faculty members.
* A leader, who provided leadership and development of a comprehensive research program for a team of eight principal investigators and their research teams.
* Proficient educator with skills in the following learning management systems: Canvas, Blackboard, and Moodle
* Experienced educator in the K-12, community college, and university classrooms, who has been teaching since 2005.

# Professional Experience

**Evaluation Consultant, 2020 – present**

National Center for Appropriate Technology, (Jackson, MS)

* Work as the project evaluator for the Mississippi Food Systems Fellowship
* Coordinate evaluation procedures and protocols.
* Work closely with the project coordinators and steering committee.
* Collect data using quantitative and qualitative research methods.
* Develop a final evaluation report to disseminate to a variety of audiences and stakeholders.
* Present research findings on the local, regional, and national levels.

**Program Coordinator, January 2020 – Present.**

Mississippi Valley State University, (Itta Bena, Mississippi)

* Assign courses in consultation with unit faculty.
* Plan and review the curriculum.
* Coordinate all assessment activities within the academic unit, the advisement of students, the clearance of graduating students in that major, and the review of common texts for multi-section courses within the discipline.
* Prepare and submit changes in curriculum for the majors.
* Serve on committees for candidates for positions within the discipline.
* Conduct meetings with faculty in that academic unit.
* Make recommendations to the Department Chair on all other matters pertaining to the curriculum and academic integrity of the specific discipline.

**Assistant Professor, August 2018 – Present.**

Mississippi Valley State University, (Itta Bena, Mississippi)

* Perform as the Chair of the Rural Policy and Planning Graduate Curriculum Committee.
* Provide academic guidance, leadership, and mentorship to multidisciplinary undergraduate and graduate students,
* Responsible for reporting program-wide data about programmatic student learning outcomes assessment and other assessment data and statistics.
* Provide programmatic and course revisions, as well as create new courses and academic concentrations.
* Teach graduate and undergraduate courses in public administration, social sciences, and political science, including all core classes for the Rural Public Policy and Planning graduate program, such as Seminar in Public Administration, Research Methods for Public Policy, and Statistical Analysis.
* Develop surveys using Qualtrics for understanding key outcome indicator measures for the Rural Public Policy and Planning Graduate Program to save time and contribute to 100% response rate from students.
* Participate in department and campus-wide committees.
* Develop and implement research projects, including design, data collection methodology, information management and data analysis.
* Develop reports and presentations for a wide variety of internal and external audiences.

**Evaluation Consultant, 2018 – 2019**

National Center for Appropriate Technology, (Jackson, MS)

* Deliver strategic planning support by writing an evaluation plan to reflect, respond, and inform the Mississippi Food Justice Collaborative (MSFJC).
* Spearhead the creation and distribution of the final evaluation report for NCAT and other key stakeholders, coordinating with project coordinator, MSFJC partners, and staff.
* Facilitate discussions among partners to collect data related to their participation in the MSFJC.
* Collaborated with project coordinator to ensure deliverables are delivered on time, on budget, and within specifications.
* Collect quantitative and qualitative data to conduct the final program evaluation of the MSFJC.
* Assist partners in survey design and focus groups for their own program evaluation.

**Agricultural Policy Research Analyst, July 2016 – August 2018.**

Alcorn State University, Socially Disadvantaged Farmers and Ranchers Policy Research Center

(Lorman, Mississippi)

* Managed and lead a team of eight principal investigators and their research teams to conduct research to inform policy recommendations for legislation impacting socially disadvantaged farmers and ranchers.
* Designed protocol for principal investigators to generate reports and satisfy the work plan requirements of the subaward agreement.
* Presented at national, state, and local conferences on issues and challenges of socially disadvantaged farmers.
* Prepared and distributed internal and external communications based on secondary data research and primary data collection, regarding socially disadvantaged farmers and ranchers’ issues and challenges.
* Co-planned and executed advocacy events with the Policy Center director.
* Advocated for changes in the United States Farm Bill to provide better opportunities for socially disadvantaged farmers and ranchers.
* Developed and analyzed tools that help principal investigators conduct research studies to assist in making data-driven policy decisions about various aspects impacting socially disadvantaged farmers and ranchers.
* Responsible for reporting research data to external sources and stakeholders around the United States.
* Conducted monthly, quarterly, and yearly reviews to monitor overall data quality, as well as produced and analyzed reports for grant reporting needs and requirements.

# Related Professional Experience

**Institute for the Advancement of Minority Health**, Madison, MS

*Board Member*, 2019 – present

**Rural Sociological Society,** New Orleans, LA

*Rural Poverty Research Interest Group Chair, 2019 – 2020*

*Membership Committee, 2019 – present*

*Rural Poverty Research Interest Group Chair- Elect 2018 – 2019*

**Jackson State University**, Jackson, MS

*Adjunct Instructor of English*, August 2018 – present

*Instructor of English*, August 2010 – May 2016

*Institute of Cyberlearning Assessment Research Team Member, 2015*

*Faculty Handbook Committee Member, (2014 – 2015).*

*Distance Learning Implementation Team Member (2013 – 2015).*

*Cyberlearning Research Group Member (2013 – 2015).*

**Mississippi Food Policy Council**, Jackson, MS

*Board Member*, 2018 – present

**Mississippi Valley State University,** Itta Bena, MS

*Graduate Studies Council Committee Member, 2018 – present*

*Government and Politics Assessment Committee Member, 2018 – present*

*Rural Public Policy Graduate Curriculum Committee Chair, 2019 – present*

*Rural Public Policy and Planning Assessment Committee Member, 2018 – present*

*Social Science Department Taskforce Member, 2018 – present*

**Journal Agriculture, Food Systems, and Community Development**, Ithaca, NY

*Manuscript Reviewer*, 2016 – present

**American Marketing Association and Public Policy Conference**, Chicago, IL

*Manuscript Reviewer*, 2014 – present

# Courses Taught or Teaching

* Research Methods – Community Research Fellows Training (CRFT) - Mississippi State Department of Health, Office of Preventive Health and Health Equity
* Research Methods in Public Administration (Online and Traditional Format)
* Statistical Analysis (Online, Hybrid, and Traditional Format)
* Rural Policy Planning, Evaluation and Analysis (Online Format)
* Writing in Social Sciences (Online and Hybrid Format)
* Developmental English and Composition Courses (Online and Traditional Format)

# Related Research

Awarded Research Grants from External Funding Sources

* American Heart Association and Aramark – (2019)
* Research!America – (2019)
* Faculty Development Grants (2) – (2019)
* Southern Risk Management Education Center 2018 Extension Risk Management Education Conference Travel Scholarship (2018)
* Computational Thinking Project Faculty Member– National Science Foundation (2013-2014)

Awarded Research Grants from Internal Funding Sources

* Wilder, Cassandra Hawkins. (Principal Investigator) Factors that Contribute to African American Farmers’ Participation in USDA Programs, Socially Disadvantaged Farmers and Ranchers Policy Research Center, Alcorn State University, Lorman, MS (2016-2017)
* Center for University Scholars, Jackson State University Travel Grant (2014)

# Education

Jackson State University August 2018

Public Policy and Administration; Concentration: Policy Analysis

Doctor of Philosophy (Ph.D.)

Dissertation: *The Prevalence of Food Insecurity in Mississippi*

Jackson State University August 2009

English

Master of Arts (M.A.)

Thesis: *A Psychobiographical Study of Death Themes in Edgar Allan Poe’s ‘The Fall of the House of Usher,’ ‘Ligeia,’ and ‘The Pit and the Pendulum’.”*

Jackson State University May 2004

Psychology w/minor: Political Science

Bachelor of Science (B.S.)

# Additional Trainings and Certifications

* 2019 Deliberative Democracy Exchange – Sponsored by the Kettering Foundation
* Cost of Instruction: Using Analytics to Improve Decision-Making About Academic Programs.
* From Cross Examination to Safe harbors: A New Day in Title IX Compliance
* Grading Strategies to Promote Academic Integrity and Rigor
* Building Resilience and Sustainability in Underserved Communities
* Building Mississippi Food Systems Leadership Training, Sponsored by the National Center for Appropriate Technology’s Food Justice Collaborative
* 14th Annual Qualitative Research Summer Intensive, Sponsored by Odum Institute and Research Talk at the University of North Carolina – Chapel Hill
* Project Management Training, Sponsored by Kepner Tregoe
* Qualtrics Research Core Expert Certification
* Mississippi Department of Education Teaching Certification AAAA; Expires 06/30/2026 Endorsements: **221**-MILD/MOD Disabilities (K-12); **119**-English (7-12); **171**-Psychology (7-12); **192**-Social Studies (7-12)

# Computer Skills

Qualtrics; Adobe Creative Cloud, Adobe InDesign, Windows and Mac Operating Systems; Microsoft Office Suite; OneNote; Evernote; iOS applications: Keynote, Numbers, Pages; InqScribe Transcription Software; Adobe Photoshop; IBM SPSS; SQL; HTML; Access; Microsoft Project 2013; Learning Management Systems: Blackboard, Moodle, iTunesU and Canvas; NVivo; Google Suite; Slack; Trello; Publisher, Scrivener, Asana, Wrike, Lucidchart, Mailchimp, Blogger, and Wordpress,

# Additional Skills

Training & Development; Research & Development; Learning Management System – Canvas, Blackboard, and Moodle; Program Management; Project Management; Time Management; Data Entry; Data Management; Data Analysis Skills; Teaching; Leadership Experience.

***\*CV available upon request.***