

# Kyle Rausch, Ed.D.

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## **PROFESSIONAL EXPERIENCE**

### **Executive Director, Study Abroad Office**

*University of Illinois at Chicago, Chicago, Illinois / May 2020 – Present*

- Serve as principal advisor to the Vice Provost for Global Engagement (VPGE) on all aspects of UIC's study abroad initiatives
- Provide innovative leadership to develop, implement, manage and market a diverse range of study abroad programs for the university
- Coordinate with academic and administrative units to develop and support study abroad policies and procedures, including relevant government regulations, risk management and student safety
- Increase access to study abroad opportunities for a highly diverse student population by developing and managing innovative strategic marketing and advising
- Certify the implementation of contractual agreements between UIC and domestic and international universities, providers and academic consortia partners
- Provide professional expertise and leadership of a team of study abroad professionals. Plan, assign and review work of staff to ensure that group objectives are met

### **Director of Education Abroad**

*Purdue University Northwest, Hammond, IN / Mar 2019 – May 2020*

- Lead the development, growth, oversight, and promotion of high-quality, high-impact education abroad experiences for Purdue University Northwest students.
- Develop policies and procedures related to centralizing PNW-sponsored international travel programs through the Office of Global Engagement, including creating the first Standard Operating Procedures for Managing International Emergencies and establishing the International Travel Advisory Committee.
- Oversee the development and coordination of the university's faculty-directed programs, including creating a proposal and approval process, developing and facilitating program leader workshops, creating and managing program budgets and contracts, and guiding academic units in program development.
- Assess the university's exchange and partner agreements; created new contract template and negotiated existing and new agreements.
- Integrated Terra Dotta, moving from a paper-based student application to a fully-integrated online application and CRM, including AlertTraveler.
- Create strategic plan for the university's education abroad efforts, including curriculum integration with academic units to develop effective program portfolios.

## **Faculty Associate**

*Arizona State University, Tempe, AZ / Oct 2017 – Present*

- Teach SGS 304: Foundations of Cross-Cultural Awareness (online)

## **Assistant Director**

*Arizona State University Study Abroad Office, Tempe, AZ / Oct 2012 – Feb 2019*

- Led the faculty-directed programs unit, managing seven professional staff. Provided oversight of policies and procedures related to faculty-directed programming. Responsible for program development at the university, growing programs from 40 to 120+ and helping position ASU as #10 in the nation for education abroad participation (Institute of International Education).
- Assisted with the coordination of emergency preparedness and response measures affecting study abroad program participants, including serving on the emergency phone tree.
- Developed and facilitated program leader training related to effective leadership of faculty-directed programs, including emergency preparedness and response, incident management, study abroad mental health awareness and more.
- Coordinated a portfolio of short-term, faculty-directed programs involving collaborating with faculty members to develop curricula, vet vendors, negotiate contracts, develop budgets, create print and electronic marketing collateral, manage student applications, and prepare participants.
- Supervised the preparation of faculty-directed program budgets; established expenditure controls and recommended the allocation of resources within the limitations of the budget for the faculty-directed unit.
- Recruited and advised students to participate on study abroad programs. Prepared students on topics such as financing study abroad, logistical arrangements, and cultural adaptation and re-entry.
- Led the research, development, and implementation of a growth plan for global internships at the university.
- Redesigned the pre-departure orientation process, transforming it from lecture-based sessions to an interactive, large-scale conference, and finally to an entirely online context.

*(Previous roles included: International Program Manager, International Coordinator Sr., International Coordinator)*

## **Passport Acceptance Facility Manager**

*U.S. Department of State – Florida State University, Tallahassee, FL / Jan 2011 – Oct 2012*

- Established the FSU Passport Acceptance Facility within FSU's International Programs office; one of the few passport acceptance facilities sanctioned by the U.S. Department of State to operate not at a U.S. Post Office.

- Supervised the operations of the facility by ensuring that Acceptance Agents upheld all legal responsibilities, implemented policies and procedures, and worked as a liaison with the Department of State.
- Managed the facility, including three professional staff members, which processed over 1,000 applications in its first year, bringing in approximately \$35,000 in revenue to the department. Received a superior evaluation on passport oversight procedures from the Department of State.

### **Academic Programs Coordinator/Paris Programs On-Site Assistant Director**

*Florida State University International Programs, Tallahassee, FL / Oct 2007 – Oct 2012*

- Responsible for the management of FSU's International Programs educational programs in Paris, France. Duties included creating and managing program budgets, collaborating with faculty leaders on program development, securing housing, scheduling courses, and planning social-cultural activities.
- Served as the Assistant Director for the Paris: Intensive French and Paris: Art & Culture programs while students were in Paris. Responsible for in-country health and safety support of students, monitoring academic success, providing on-site logistical support for social-cultural activities, and managing business relationships with Parisian partners.
- Managed the application, selection, and training processes of Program Assistants for FSU's foreign study centers.
- Oversaw the visa processes for all of FSU's outbound international programs. Monitored international immigration policies, created instructional application packets, and represented the university at consular visits to process visa applications.
- Supervised the student services front desk staff. Served as frontline contact person by responding to telephone, e-mail, and in person inquiries of students, parents, academic and administrative units concerning all aspects of FSU International Programs.

### **Outreach Coordinator**

*Design Arts Seminars Inc., Tallahassee, FL / Jan 2009 – Oct 2009*

- Directed social media marketing efforts and assisted in production of all marketing materials (print and electronic).
- Hired and supervised three part-time employees and interns.
- Maintained up-to-date database on mandatory continuing education requirements for all states for interior designers and architects.
- Coordinated event planning and provided on-site support for seminars across the country.

### **Parliamentary Intern**

*Parliament of the United Kingdom, London, England / Jan 2008 – Apr 2008*

- Earned one of two annual spots to intern at Parliament for a semester in London.
- Served as intern for Tom Brake, MP, Liberal Democrat Party including being his Parliamentary Researcher for the 2012 Olympic Games and a large-scale NHS survey.
- Composed press releases concerning public relations activities for Mr. Brake.

- Assisted with campaign for Liberal Democrat London mayoral candidate, Brain Paddick.
- Worked twice a week in the Surrey constituency office and assisted on casework and local campaign issues for constituents.

## **EDUCATION**

### **Arizona State University**

Doctor of Education, Ed.D. Leadership and Innovation (May 2017)

Dissertation: *Supporting First-Generation College Students in Study Abroad*

### **Florida State University**

Master of Science, Higher Education Administration (Apr 2013, GPA: 4.0)

Bachelor of Arts, French and International Affairs (Dec 2008, GPA: 3.96)

## **SKILLS**

- French – advanced spoken and written
- Russian – basic familiarity from university coursework
- Significant experience with StudioAbroad/Terra Dotta
- Significant experience with Wordpress
- Highly proficient in Microsoft Office and Adobe Acrobat
- Proficient with both Windows and Mac platforms
- Familiarity with basic HTML coding

## **LEADERSHIP, SERVICE, AND RECOGNITION**

### **Volunteer Leadership Roles/Programs**

- Member of the Council of Academic Advisors for the Institute of American Universities (IAU) (2020-present)
- Elected to the Forum on Education Abroad Council (2020)
- Serving on the Global Education Collective and The Intern Group advisory boards (2020)
- Co-chair of the 2020 Forum on Education Abroad's Standards Institute: Best Practices for Health, Safety, Security, and Risk Management
- Member of inaugural 2019 PNW Explorer's Academy leadership program
- Chair of the 2017 Lessons From Abroad Southwest Conference
- Content Committee member of 2016 Lessons From Abroad Southwest Conference
- Faculty Advisory Board Member for AUIP Study Abroad (2017-2018)
- Co-chair of 2015 Lessons From Abroad Rocky Mountain conference
- Elected as Education Abroad Knowledge Community Liaison for NAFSA Region II (2014-2016)
- Elected as co-editor of the NAFSA Rainbow SIG newsletter (2014-2016)

- Trained facilitator of ASU Sun Devil Families college preparatory program (2013)
- Advisor for Omicron Delta Kappa - FSU (2012)
- PeaceJam Southeast College Mentor (2012)
- Garnet & Gold Scholar Society Advisor – FSU (2010-2012)
- FSU Advanced Leadership Certificate Program (2011-2012)
- FSU Division of Student Affairs New Professionals Institute (2010-2011)
- FSU Frontline Leadership & Supervisory Program (2010-2011)
- FSU Lead-in at the Rez Leadership and Team Building Program (2007 and 2008)
- French Tutor – FSU (2004-2008)

## Presentations

- ISA Community Conversation: Education Abroad Program Menu Management & Refinement – Virtual Panelist (2021)
- WorldStrides/ISA Summit on Short-Term Education Abroad - Chicago (2019)
  - *Interdisciplinary Approaches to Education Abroad*
- NAFSA Annual Conference – Los Angeles (2017)
  - *Poster Session: Supporting First-Generation Students in Study Abroad*
- NAFSA Tri-regional Conference – Denver (2016)
  - *Traditional Student Populations in Education Abroad: Uncovering Additional Capacity*
- NAFSA Region II Conference – Tucson (2014)
  - *Collegial Conversation on Pre-departure Orientation*
- Forum on Education Abroad – San Diego (2014)
  - *Digital Dialogue: The Ups and Downs of Personal Technology in Study Abroad*
- NAFSA Region II Conference – Bozeman (2013)
  - *Speaking Their Language: Communicating Effectively with Faculty to Develop Meaningful Short-Term Programs*
  - *Off the Beaten Path: Enhancing Cultural Immersion in Faculty-Led Programs*
- Guest writer for GoAbroad.com and Melibee Global
  - <https://www.goabroad.com/author/kyle-rausch>
  - <https://melibeeglobal.com/blog/author/kyler04/>

## Awards and Accolades

- Recipient of UIC's Student Affairs Special Project Fellows \$25,000 grant to create new study abroad program for incoming freshmen, focusing on first-generation college student support and college transition in partnership with UIC's New Student and Family Programs office (2020)

- Awarded Fulbright International Education Administrators Seminar in Taiwan (2020, trip delayed due to COVID-19)
- Wrote grant proposal for CDH Charitable Foundation grant awarding \$50,000 to ASU Study Abroad Office for student scholarships (2018)
- Excellence in Diversity and Inclusion in International Education – Student Services Award from Diversity Abroad (2018)
- Distinguished Graduate Student Award from ASU’s Faculty Women’s Association (2017)
- GoAbroad’s Innovation in Marketing and Digital Media Award (2017)