

Andrea Brown Murga

Curriculum Vitae

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SUMMARY

Program evaluator and research consultant with over 10 years of experience designing and managing mixed-methods evaluations for foundation and government clients. Skilled in qualitative research, stakeholder engagement, and reporting across global education projects.

EDUCATION

New York University, Ed.D., Higher Education Administration

Expected May 2026 | New York, NY

New York University, M.A., International Education

September 2013 | New York, NY

University of California, Berkeley, B.A., Philosophy

December 2005 | Berkeley, CA

RESEARCH & EVALUATION EXPERIENCE

Evaluation Officer, Institute of International Education (IIE)

New York, NY | June 2014 – August 2018

- Contributed to large-scale, mixed-methods evaluations for foundation and government clients, including the Ford Foundation, U.S. Department of State, and Greater Texas Foundation.
- Designed and administered surveys, interviews, and focus groups; analyzed qualitative data using MAXQDA; and authored reports, infographics, and briefs for internal and external stakeholders.
- Managed teams of regional research consultants conducting participatory qualitative fieldwork in 10 countries across Latin America, Africa, and the Middle East; synthesized findings and presented to clients.
- Led alumni engagement and communications strategy for a 10-year longitudinal study of 4,300 Ford Foundation fellowship alumni across 22 countries, including incentive programs, email marketing, and public dissemination.

- Served as project manager for a three-year evaluation of a faculty diversity fellowship program, designing SNA-informed surveys, conducting focus groups, and creating 4-page infographic reports using Adobe InDesign.
- Developed evaluation frameworks and logic models in collaboration with program staff; facilitated in-person and virtual design workshops for multilateral initiatives.

Research Analyst, Academic Support (Temp.), Office of Global Programs, New York University
New York, NY | June 2013 – August 2013

- Conducted preliminary analysis of survey data gathered from study abroad students at NYU's 13 Global Academic Centers. Drafted recommendations for improvements to study abroad program evaluations for faculty committee on student experience and learning outcomes.

Evaluation Intern, Institute of International Education (IIE)
New York, NY | September 2012 – May 2013

- Conducted qualitative data analysis for evaluation of Iraq Scholar Rescue Project. Developed code system and coded data from 66 interviews and focus groups using MAXQDA. Set up dual-language English and Arabic online survey using Vovici survey software. Helped draft evaluation reports.

Research Assistant, Department of Applied Psychology, New York University
New York, NY | January 2013 – March 2013

- Assisted Ph.D. student with Spanish-language data collection, translation, and adaptation for dissertation research on parent participation in education activism organizations. Administered 20 in-person surveys and conducted brief phone interviews with Spanish-speaking parents.

HIGHER EDUCATION ADMINISTRATION EXPERIENCE

Assistant Director, Hagop Kevorkian Center for Near Eastern Studies, New York University
New York, NY | January 2023 – January 2025

- Managed two U.S. Department of Education Title VI grants totaling \$2.27 million over four years, including annual budgets of approximately \$445,000. Executed all compliance, documentation, and reporting for an additional \$1.6 million in university cost-matching funds.
- Administered the Center's operating, discretionary, and private grant budgets totaling \$692,000 annually, working closely with university finance and administrative offices.
- Supported the planning and execution of 90+ academic and public events annually, including lectures, workshops, panel discussions, and hybrid conferences, drawing over 3,800

attendees in FY 2024. Managed event budgets, staffing, and logistics in collaboration with faculty and external partners.

- Designed and implemented a multi-base Airtable system to manage core administrative and programmatic functions, including 1,000+ financial transactions, 1,300 stakeholder records, and detailed documentation of events and awards.
- Built custom interfaces and automations to support federal Title VI reporting, real-time budget tracking, honoraria workflows, and streamlined processes across student awards, K-12 outreach, event logistics, and graduate student staffing.
- Coordinated a successful U.S. Department of Education site visit, organizing meetings, compiling compliance documentation, and showcasing Center accomplishments.

Undergraduate Advisor, Arthur L. Carter Journalism Institute, New York University

New York, NY | August 2018 – January 2023

- Designed and launched a mentorship program connecting 104 undergraduate and graduate students with alumni. Led all aspects of program development, including alumni outreach, survey-based matching, engagement guidelines, periodic check-ins, and a culminating “speed mentoring” event.
- Led departmental assessment projects to improve advising and academic programming. Designed and administered a satisfaction survey that captured feedback from 72 students; conducted analysis and produced reports to inform decision-making.
- Collaborated with department leadership on new program development, contributing to the successful launch of two academic minors.

Study Abroad Adviser, Berkeley Study Abroad, University of California, Berkeley

Berkeley, CA | June 2007 – March 2011

- Advised prospective, pre-departure, and returned students on various aspects of study abroad, including academics, finances, logistics, cultural adjustment, health, and safety.
- Reviewed applications and selected participants; developed and ran pre-departure orientations for 14 programs in 8 countries.
- Assisted with development and oversight of advising materials, application materials, and office-wide administrative processes such as application processing.
- Liaised with staff at multiple levels of university administration, including financial aid office, admissions office, college advisers, and language departments.
- Graphic and front-end web designer for office; received campus “Spot Award” for work on development of email marketing campaign.

Program Assistant, Berkeley Study Abroad, University of California, Berkeley

Berkeley, CA | July 2006 – June 2007

- Provided administrative support for application processing, student records management, marketing, outreach, and event coordination. Hired, trained, and supervised a team of six student office assistants.

PUBLICATIONS

Reports

Kallick, J., & **Brown Murga, A.** (2018, July). *Transformational Leaders and Social Change: IFP Impacts in Africa and the Middle East*. Ford Foundation International Fellowships Program Alumni Tracking Study, Report No. 4. New York, NY: Institute of International Education.

Brown Murga, A., & Martel, M. (2017, November). *Leaders, Contexts, and Complexities: IFP Impacts in Latin America*. Ford Foundation International Fellowships Program Alumni Tracking Study, Report No. 3. New York, NY: Institute of International Education.

PRESENTATIONS

Brown Murga, A. (2018, March). Alumni networks at scale and over the long-term: Insights from the IFP Alumni Tracking Study. Panel presentation at the annual conference of the Comparative and International Education Society (CIES), Mexico City, Mexico.

Brown Murga, A. (2017, October). Evaluating Multilateral Research Partnerships: An Evaluation of the Global Innovation Initiative. Panel presentation at the annual conference of the American Evaluation Association (AEA), Atlanta, GA.

Brown Murga, A. (2015, March). International Higher Education Scholarships for Equity in Higher Education. Panel presentation at the annual conference of the Comparative and International Education Society (CIES), Washington, D.C.

TEACHING

Graduate Instructor, International Education Program, New York University

New York, NY | September 2012 – November 2012

- Co-taught New International Graduate Student Seminar (E03.2003), an eight-week seminar designed to introduce 24 first semester international graduate students to campus resources and provide them with strategies for academic success.

SERVICE

Volunteer, South Brooklyn Sanctuary

New York, NY | April 2025 – Present

- Volunteer with South Brooklyn Sanctuary's asylum clinics, supporting Spanish-speaking immigrants with legal paperwork, asylum applications, and referrals as part of pro bono immigrant rights programming.

Co-Chair, Communications and Essentials Workshop Subcommittees, New Scholars Committee, Comparative and International Education Society (CIES)

New York, NY | March 2012 – August 2016

- Organized mentoring and peer feedback workshops for early-career scholars and managed outreach strategy, including social media and a WordPress site promoting events and resources.

Prep Program Mentor, Fundação Estudar

New York, NY | July 2012 – January 2015

- Mentored four Brazilian high school students through the U.S. university application process, providing guidance on school selection and feedback on essays and personal statements.

Selection Panelist, Benjamin A. Gilman International Scholarship Program

Houston, TX | October 2009

- Reviewed and scored applications during a multi-day selection panel and collaborated with fellow panelists to identify finalists for U.S. Department of State study abroad scholarships.

LANGUAGES

- Native fluency in Spanish
- Basic proficiency in Portuguese

SKILLS

- **Evaluation & Research:** MAXQDA, Dedoose, Atlas.ti, Qualtrics, SPSS
- **Project & Data Management:** Airtable, Smartsheet, Google Workspace, Toggly, Zapier
- **Communication & Design:** Canva, Mailchimp, Adobe InDesign, Photoshop, Illustrator
- **Web & Technical:** Basic HTML and CSS