

CARMEN SCALFARO

513-313-1577 | carmen.scalfaro3@gmail.com | www.carmenscalfaro.com | 5275 Greentree Rd. 45036

Executive Summary

Visionary and experienced educational leader with a proven record of providing **strategic direction and oversight** for high-impact **career and experiential learning programs** that facilitate **seamless K-12 to post-secondary pathways**. Over two decades of progressive leadership experience successfully managing budgets, building strategic partnerships with external organizations, and leading teams to achieve ambitious goals. Adept at creating comprehensive, **college-aligned curriculum** and student-centered initiatives that foster career readiness, drive measurable growth, and ensure student access and success.

Core Competencies

- **Strategic Pathway Leadership & Vision:** Developed and implemented strategic plans for career-focused business department and student-run business operations, guiding the department to a shared vision and mission that aligns with student success and college/career readiness.
 - **K-12 to Post-Secondary Alignment:** Extensive experience in developing and facilitating programs, curriculum, and partnerships that connect high school experiences with professional and higher education outcomes, including the creation of a rigorous Honors Financial Accounting course.
 - **Innovative Program Development:** Facilitated hands-on experiential programs, including a school spirit-wear store, **Comet Zone**, a student-run business generating over **\$500,000 in revenue** since in my tenure as advisor, and a semester-long externship with **General Electric Aerospace**.
 - **Employer & Stakeholder Collaboration:** Built and sustained strong relationships with local and national companies (e.g., **Deloitte, Cincinnati**) and non-profit organizations to create career opportunities, philanthropic partnerships, and leverage resources for student pathways.
 - **Operational Leadership & Team Management:** Directed and mentored a team of up to 45 student interns, overseeing retail operations, marketing, and e-commerce. Provided comprehensive training and guidance to Resident Educators, fostering a collaborative, results-oriented environment.
 - **Assessment & Evaluation:** Established and implemented evaluation strategies for program effectiveness and employee performance, collecting and using data to drive continuous program improvement and quality assurance.
 - **Budget & Resource Management:** Responsible for administering a **\$115,000 department budget**, including managing accounts payable/receivable, completing monthly financial reports, and ensuring fiscal controls.
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Education

- **Miami University** (Oxford, OH) — **Ph.D., Educational Leadership**, May 2015
- **Miami University** (Oxford, OH) — **M.A., Curriculum and Teacher Leadership**, August 2007
- **The University of Akron** (Akron, OH) — **B.S., Integrated Business / Career Technical Education** (4-12), May 2002

Professional Experience

Mason City Schools | Mason, OH

Department Head, Business Department (2002–Present)

- Provided strategic vision and daily operational leadership for a student-run small business internship, The Comet Zone, **generating over \$500,000 in total revenue** and increasing personnel by 27% and revenue by 30% since 2016.
- **Led, assisted, and evaluated a team of 8 educators** in the Business Department, managing personnel and supporting instructional excellence across the curriculum.
- **Directed and mentored a team of 45 student interns**, overseeing all aspects of retail management, social media marketing, and e-commerce, while regularly evaluating performance, providing professional feedback, and developing professional growth opportunities.
- **Forged and leveraged a strategic partnership with General Electric Aerospace** to establish a semester-long externship, providing students with advanced team-building and professional development skills to facilitate a career-technical pathway.
- Cultivated strong relationships with local non-profits, leading to an average of **\$10,000 in annual contributions** and strengthening community ties and philanthropic partnerships.
- **Revised and built a rigorous, college-preparatory curriculum for Honors Financial Accounting**, introducing students to professional principles and demystifying the field of accounting, aiding in K-12 to post-secondary alignment.
- **Facilitated cross-campus and cross-organizational collaboration** by promoting external pathway initiatives such as Xavier University's "Young Women in Business" and Ohio State University's "Business Bootcamp" to increase student access.

Mentor Resident Educator Training & Management (2007–Present)

- **Designed and led comprehensive professional development** and training for new teachers, refining instructional knowledge and skills through intentional feedback and evidence-based coaching.

Miami University | Oxford, OH

Graduate Assistant / Teaching Associate, Department of Educational Leadership (2012–2014)

- Coordinated the 10th - 13th Annual Student Conference on Curriculum & Leadership, managing all aspects of the event, from logistics to participant engagement.

Professional Development & Academic Contributions

Publications: Authored a chapter in *Curriculum Windows: What Curriculum Theorists of the 1960s Can Teach Us About Schools and Society Today*.

Conference Presentations: Presented at numerous refereed national conferences on topics including educational equity, curriculum theory, and critical media literacy.