

NORMAN S. STAHL

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KEY QUALIFICATIONS:

Over 20 years experience in student services. Coordinate & supervise Academic Advising, New Student Programs, Campus Center/Student Government & Activities, and Career Development Services. Experience includes management of career center, federal work-study, student employment, and administration of graduate & professional school admissions testing programs. Areas of responsibility include student development programs, employer relations, career counselor supervision, intern training, career counseling, workshop presentations, community & campus relations, graduate & professional school admissions testing program. Leadership experience in government & private industry.

EDUCATION:

Ph.D.	Education (Research Emphasis in Career Decisions & Satisfaction) UNIVERSITY OF CALIFORNIA, LOS ANGELES	2001
	Dissertation: Factors Affecting Job Satisfaction of College Attendees: Differences by Race, Ethnicity, and Gender	
	Dissertation Committee: Alexander W. Astin, Helen S. Astin, Ivan L. Light, Charles S. Healy (Chair)	
MA:	Education (Higher Education & Organizational Change) UNIVERSITY OF CALIFORNIA, LOS ANGELES	1997
MA:	Psychology, Counseling & Guidance UNIVERSITY OF NORTHERN COLORADO	1980
BA:	Social Science CALIFORNIA STATE UNIVERSITY, FRESNO	1966

PROFESSIONAL CREDENTIALS:

Community College Counselor Credential (California – Life # 333730)
Community College Psychology Instructor Credential (California – Life # 355582)

STUDENT SERVICES HISTORY:

Executive Director, Student Development Programs UNIVERSITY OF HAWAII AT HILO	2010 - Present
Director, Career Services (<i>Tenured Faculty Specialist 5</i>) UNIVERSITY OF HAWAII AT HILO	2001 - Present
Counselor Supervisor (<i>Student Affairs Officer IV</i>) UNIVERSITY OF CALIFORNIA, LOS ANGELES	1999 - 2001
Supervisor, Graduate Counseling Interns (<i>Student Affairs Officer III</i>) UNIVERSITY OF CALIFORNIA, LOS ANGELES	1995 – 1999
Career Counselor (<i>Senior Placement Interviewer/SAO II</i>) UNIVERSITY OF CALIFORNIA, LOS ANGELES	1991 – 1995

SUDENT SERVICES ACCOMPLISHMENTS:**Executive Director, Student Development Programs (Stipend Position)**

UNIVERSITY OF HAWAII AT HILO

Feb 2010 – Present

- Perform duties equivalent to those of an assistant vice chancellor
- Authorized to act on behalf of the Vice Chancellor of Student Affairs
- Coordinate efforts of Academic Advising, New Student Programs, Campus Center/Student Government & Activities, and Career Development Services.
- Represent Student Development Cluster on Student Affairs Executive Council (SAEC)
- Supervise, train, mentor, and evaluate the Director's of Advising, New Student Programs, Campus Center/Student Life, and the Career Development Services staff.
- Continue to perform career counseling and career services management responsibilities.

Career Development Services Director (Tenured Faculty Specialist 5)

UNIVERSITY OF HAWAII AT HILO

2001 - Present

- Manage Career Center, Federal Work Study, Student Employment, and Testing Programs.
- Allocate Federal Work Study & G-fund Student-Employment budgets across the institution
- Elected by peers to represent the Division of Student Affairs in the UHH Faculty Congress.
- Develop budget proposals and manage expenditures.
- Created strategic plan and developed program change requests to improve services
- Testified before State House Committee on Higher Education in support of budget requests
- Commended by WASC Site Team for a, "*tremendous increase in the number of companies coming to campus to recruit . . .*"
- Coordinate job fairs, graduate & professional school fairs, and other special events.
- Collaborate with Career Center Directors on Oahu to increase recruiting by mainland firms.
- Provide individual/group counseling, advising, and related services to students & alumni.
- Teach workshops on major selection, career-decision, and job-search related subjects.
- Awarded promotion to Faculty Specialist 5 in August 2010 – equivalent to Full Professor.

Counselor Supervisor (Student Affairs Officer IV)

UNIVERSITY OF CALIFORNIA, LOS ANGELES

1999 - 2001

- Trained, mentored, supervised, and evaluated 5 career counseling professionals.
- Counseled clients ranging from undergraduates to mid-life career changers.
- Provided consulting to counselors assisting clients with complex career & personal issues.
- Created annual scheduling template for 212 workshops; simplified scheduling process.
- Coordinated counselor support of UCLA's Master's in Student Affairs Program.
- Collaborated with faculty to establish UCLA's first for-credit career development course.
- Coordinated & conducted career exploration, career development, and job-search groups.
- Received 4% merit raise for superior performance - less than 20% of staff received merit.

Supervisor, Graduate Counseling Interns (Student Affairs Officer III)

UNIVERSITY OF CALIFORNIA, LOS ANGELES

1995 – 1999

- Trained and supervised over 20 graduate counseling interns.
- Readied interns for counseling 10 weeks earlier than past supervisors.
- Provided academic, career and related personal counseling to students & alumni.
- Authored, compiled, and edited Career Counseling Intern Training Manual.
- Taught interns to administer and interpret personality, interest, and skills assessments.
- Received 2 bonus awards and a merit raise for management of intern training program.

Career Counselor (*Senior Placement Interviewer/SAO II*)

UNIVERSITY OF CALIFORNIA, LOS ANGELES

1991 - 1995

- Provided individual and group counseling and related services to students & alumni.
- Taught workshops on major selection, career decision and job-search related subjects.
- Created and facilitated job-search support group for unemployed, experienced alumni.
- Co-designed/co-facilitated job seekers' training group for seniors & recent graduates.
- Coordinated Entrepreneurship Conference that set Career Center records for attendance.

ADDITIONAL LEADERSHIP EXPERIENCE:**R & D Site Manager**

AHNTECH, INCORPORATED, San Diego, CA

1988 - 1990

- Joined firm as senior systems analyst/tech writer; earned rapid promotion to manager.
- Supervised technical & administrative staff supporting software development agency.
- Managed \$758,000.00 worth of contracts, delivered products on-schedule and in budget.
- Served as liaison between customers & corporate headquarters regarding contract issues.

Communication-Electronics Officer

UNITED STATES MARINE CORPS

1966 - 1988

- Counseled college-age men and women struggling with personal and professional issues.
- Volunteered as counselor in military drug and alcohol counseling and assistance centers.
- Directed the operation of 2 vocational (telecommunications) training schools.
 - Developed feedback program to improve course content and quality.
 - Initiated innovative program components based on student/supervisors' feedback.
- Commended by Commandant of the Marine Corps for Career Planning Program.
 - Achieved highest employee retention rate in organization of 9,000 employees.
 - Initiated internship program allowing Marines changing career fields to experience new occupational field prior to making contractual commitment.
- Reorganized communications assets of USMC's largest aviation/air control organization.
 - Reallocated tasks, personnel and equipment of 9 organizations in 3 locations.
 - Method of organization subsequently adopted by all Marine Aircraft Wings.
- Formulated and managed annual budgets of over \$900,000.00, exclusive of payroll.
- Completed active service with the rank of Lt. Colonel and 5 awards for meritorious service

ATTACHMENTS:

Publications	Page 4
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PUBLICATIONS:

Stahl, Norman S. (2010). **Review of the book [Co-Active Coaching: New Skills for Coaching People Toward Success in Work and Life]**. in Career Planning and Adult Development Journal, Vol. 26, No. 4, Pp 94 – 97.

Stahl, Norman S. (2008). **Review of the book [Exploring Tech Careers]**. in Career Planning and Adult Development Journal, Vol. 24, No. 1, Pp. 83 – 85.

Stahl, N. S. (2005). **Holland Personality - Occupation Congruence And Other Predictors Of Job Satisfaction -- Differences By Gender, Race, and Ethnicity**. Honolulu, HI: Poster Session; Hawaii International Conference on Education.

Stahl, N. S., (2002). **Factors Affecting Career Satisfaction of College Attendees: Holland personality-occupation congruence and other predictors of job satisfaction. Differences by gender, race and ethnicity**. Ann Arbor, MI: UMI Dissertation Services

Stahl, N. S. (2000). Landing the Internship of Your Choice. In McMahon, M, Stahl, N.S., and Wall, J, **Southern California Job Source, 2nd Ed.**. Pasadena, CA: Benjamin Scott Publishing

Stahl, N. S., & Wall, J. (2000). Finding a Job in LA, Orange County and San Diego. In McMahon, M, Stahl, N.S., and Wall, J, **Southern California Job Source, 2nd Ed.** Pasadena, CA: Benjamin Scott Publishing

CONTINUING EDUCATION:

Social Justice Seminar & Retreat UNIVERSITY OF HAWAII AT HILO (Dr. Jamie Washington Presenter)	Summer 2010
National Association of Colleges & Employers Conference	Spring 2009
Psychopathology Through the Lifespan (Audited Psy 613 - a 3 unit course) UNIVERSITY OF HAWAII AT HILO	Fall 2007
"Planned Happenstance" (John Krumboltz Presenter) UNIVERSITY OF HAWAII AT HILO	Fall 2007
International Career Development Conference Participant	2006
Advanced Applications for Using the Myers-Briggs & Strong Interest Inventory in Career Development Counseling (24 CEU's) G/S CONSULTANTS, POMONA COLLEGE, CLAREMONT, CA	Dec 2004
Counseling Psychology (Audited Psy 377 -- a 3 unit course) UNIVERSITY OF HAWAII AT HILO	Spring 2004
"Making Colleges Work Better for Diverse Students (Paul Thayer Presenter) UNIVERSITY OF HAWAII AT HILO	2003
"Fostering Success for Pacific Island Students" UNIVERSITY OF HAWAII AT HILO	2003
International Career Development Conference Participant	2002
International Career Development Conference Participant	2000
International Career Development Conference Participant	1998
International Career Development Conference Participant	1996
Counseling in the Multicultural Workplace UNIVERSITY OF CALIFORNIA, SAN DIEGO EXTENSION (2 quarter units)	1995
Using the Myers Briggs Type Indicator UNIVERSITY OF CALIFORNIA, SAN DIEGO EXTENSION (1 quarter unit)	1995
International Career Development Conference Presenter	1994
Leadership & Supervisory Principles UCLA STAFF DEVELOPMENT	1992
Personnel Classification & Assignment UCLA STAFF DEVELOPMENT	1992
Affirmative Action UCLA STAFF DEVELOPMENT	1992
Economics and Decision Making NAVAL WAR COLLEGE EXTENSION, Newport, Rhode Island	1987
Group Facilitator Training UNIVERSITY OF ARIZONA HEALTH SCIENCES CENTER	1983

CAMPUS & COMMUNITY SERVICE AND ASSOCIATIONS:

Chair, Applied Learning Committee (2012)

UH Hilo Academic Internship Committee (2011)

UH Hilo Faculty Congress (2009/10 – 2010/11; 2011/12 – 2012/13) (*Elected by Peers*)

-- Chair, Congress Budget Committee (Current) Member (2009/10 – 2010/11)

-- Congress Admissions Committee (2009/10)

-- Chancellor/Vice Chancellors Administrative Review Committee (2009/10)

UH Hilo Long-Range Budget Planning Committee (2008 – Present)

UH Hilo Student Success & Retention, Library Advisory, and Various Search Committees

University of Hawaii System, Job Placement, Internship & Cooperative Education Committee

Hawaii State Veterans' Services Advisory Board (*Gubernatorial Appointment w/ Senate Confirmation*) (2009 - 2010)

Hawaii County Veterans' Advisory Board (*Mayoral Appointment w/ County Council Confirmation*)

Governor's Advisory Council for East Hawaii (*Gubernatorial Appointment*) (2006 – 2010)

Scholarship Chair and Board of Directors, Big Island Retired Military Association

Board of Directors, Camp Tarawa Foundation

University of Hawaii Professional Assembly (UHPA)