

# John A. Melick

Cell: 612.309.0489

Email: [jmelick10@gmail.com](mailto:jmelick10@gmail.com)

## Qualifications

Accomplished leader dedicated to improving education by leveraging effective collaboration, strategic thinking, and innovative solutions. Committed to building and maintaining strong internal and external partnerships. Strong communication and presentation skills. People and budgetary management experience in both union and non-union settings.

## Professional Highlights

### *Montana State University*

#### **Director Field Placement and Licensure**

August 2016-Present

- Provided support for all K-12 student teachers and practicum students utilizing local and rural partnerships to create effective placements. Coordinated supervisor and training of field supervisors to ensure consistent practices for field experiences. Supervised and supported the licensure office for the College of Education, Health and Human Development. Managed and created work study opportunities through America Reads/America Counts. Supervised 20 field supervisors and 2 full time staff.

### *University of St. Thomas*

July 2012-June 2016

#### **Director of Field Experience and Clinical Practice**

- Redesigned and improved field experience and clinical practice office to incorporate the principle of partnerships with the K-12 system. Hired, trained and assigned field experience supervisors. Trained district teachers and higher education students with the Co-Teaching model. Served on Minnesota Association of Colleges for Teacher Education Executive Committee. Participated in the Board of Teaching, National Council for Accreditation of Teacher Education and Minnesota Board of School Administrator concurrent accreditation visits, of which all three organizations gave full approval to the University. Supervised 32 field supervisors, 2 full time staff, and 1 student worker.

### *Capella University*

May 2011- June 2012

#### **Associate Director of Field Experience and Strategic Partnerships**

- Led the development and implementation of the field experience office. Focused on identifying districts and schools across the nation to partner with to provide a consistent experience for field placement activities. Developed a vision and implemented a strategy to increase relationships and facilitate streamlined procedures for both partners. Served on Minnesota Association of Colleges for Teacher Education Executive Committee. Supervised full time staff.

### *Minnesota Department of Education*

March 2003-May 2011

#### **Educator Licensing Director (2007-2011)**

- Led and managed all aspects of the Educator Licensing division. Drafted legislation, identified key stakeholders, prepared testimony and implemented legislation. Presented state and federal policies to Minnesota school districts and higher education institutions. Designed and implemented a statewide online licensing system that decreased customer wait time by three weeks. Optimized the renewal process for educator licenses

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by streamlining the paper process into an online process which decreased the processing time from eight weeks to forty eight hours. Revamped the Licensure via Portfolio program moving the traditional paper binder portfolio into an online submission. Created the Visiting Teacher Program with China through negotiation and an enacted Memorandum of Agreement with the Chinese government. Supervised 13 direct reports and 5 indirect front line staff.

### **Recruitment and Pathways Specialist (2003-2007)**

- Created and implemented recruitment best practices for Minnesota districts. Researched and drafted alternative pathways to licensure legislation. Developed and implemented the Minnesota Teacher Recruitment Center on-line job bank. Developed and provided recruitment training for district administrators.

### **Capella University**

July 2009- May 2011

#### **External Expert**

- Provided substantive, profession specific feedback to learners in Ed.D. program to assist in professional growth plans.

### **Minnesota Board of Teaching**

November 2008-February 2009

#### **Interim Executive Director**

- Led and facilitated the work of the Minnesota Board of Teaching. Responsibilities included rule making, prepared Board meetings, teacher licensure discipline, led licensure task forces, worked with the legislature and acted on behalf of the Board. Supervised 3 staff members.

### **Inver Hills Community College**

August 2001-May 2007

#### **Urban Teacher Program Director (2001-2003)**

- Hired, trained and supervised faculty and staff working in the Urban Teacher Program. Wrote program curriculum and oversaw program planning, development and evaluation for both the Urban Teacher Program and Service Learning. Actively researched grants, wrote, supervised, and reported progress. Developed marketing materials and recruited students typically underserved by higher education, including first generation college students. Supervised 1 full time staff member and 3 adjunct faculty.

#### **Adjunct Faculty (2001-2007)**

- Designed and taught courses for the Urban Teacher Program, including Introduction to Urban Education and Electronic Portfolio.

## **Education and Certification**

### **Masters Degree in Elementary Education (Cognate in Administration)**

University of North Dakota

### **Bachelors of Art in Elementary Education**

Jamestown College

Licensed Teacher Grades 1-6, State of Minnesota

## **Additional Employment**

**Sixth Grade Math and Reading Specialist**, Earl Browne

**Math Instructor, Temporary Education Manager**, HHH Job Corps Center

**Resident Teacher Fourth Grade**, Carl Ben Eielson