

# Bridget Bamber McCracken

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*An effective strategic planner with a proven history in maintaining effective working relationships and creative problem solving with 17 years in the public and nonprofit sector.*

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## Core Competencies

Community Engagement	Fiscal Analysis and Reporting	Team Building and Leadership
Public Relations	Project Management	Program Evaluation

## Professional Experience

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### **San Francisco State University, Public Administration Program**

**November 2003 – Present, Academic Coordinator**

- Responsible for the business and administrative services including but not limited to, overseeing the management of daily operations, strategic planning, and the development, implementation, and evaluation of department's programs.
- Directing the academic department's budgetary analysis, fund management and accounting, human resources and personnel administration; facilities planning and administration; event planning and coordination; website development and coordination; communication and outreach; and university development and alumni relation functions.
- Key Achievements:
  - Designed and implemented a comprehensive three-year feasibility study and pilot program on the delivery of student evaluations of teaching effectiveness in an online environment commissioned by the University President and Academic Senate
  - Facilitated the Department's transition through reorganization and relocation including the planning, implementation, and evaluation of organizational change
  - Manages program budget of \$725,000 and supervises eight Student Assistants

### **San Francisco Performing Arts Library and Museum, January 2003 – May 2003,**

*Assistant to the Director of Development and Director of Programs and Education*

- Provided administrative support for program development, donor stewardship, special events planning and coordination, and cultivation and solicitation of new supporters.

### **San Francisco State University, Theatre Arts Department, August 2002 – May 2003,**

*Publicity Coordinator*

- Coordinated the development and implementation of all activities related to marketing communication, including advertising, media, publicity, and promotions.

### **San Francisco State University, Office of Undergraduate Studies, January 2002 –**

*December 2003, Administrative Assistant*

- *Assisted the Dean including administrative and program support and front office supervision.*

### **The Dell'Arte Company, Blue Lake, California, June 1996 – October 2001,**

*Booking/ Production/ Tour/ Stage Manager, and Actor*

- Negotiated, contracted, scheduled and managed all activities of a professional nonprofit theatre company, international theatre festival and presenting season.
- Coordinated with granting institutions and the Immigration and Naturalization Services.
- Supervised and coordinated Dell'Arte's internship program.

- Key Achievements:
  - Toured and performed in theatre festivals in the United States as well as internationally in Colombia, Venezuela, Sweden, Denmark and Holland
  - Coordinated seven different international theatre companies tours of California and to Dell'Arte's Mad River Festival
  - Expanded Dell'Arte's community engagement programs including the Mobile Mask Making Unit and Holiday Touring Production and Food Drive reaching more than 30,000 participants a year

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## Education

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**Master in Public Administration (M.P.A.) SF State University, San Francisco, CA, 2004**  
 Emphasis in Arts Administration and Nonprofit Management

**The Dell'Arte International School of Physical Theatre, Blue Lake, CA, 1997**  
 Certificate in Ensemble-Based Physical Theatre performance

**Bachelor of Fine Arts in Theatre Performance (B.F.A) Otterbein College, Westerville, OH, 1996**  
 Major in Theatre Performance and Minor in Dance

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## Accomplishments and Honors

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- Retirement Association Staff Travel Grant, SF State University, 2011
- Staff Award for Outstanding Community Engagement, SF State University, 2009
- Lead Artist and Educator in the ComunicArte Project in Costa Rica, 2008
- Awarded an ENACT Grant for the Guide to Creating Accessible Content for the Digital Information Virtual Archive (DIVA), California State University, 2008
- Making a Difference Award for Outstanding Support of Emergency Preparedness Programs, SF State University, 2008
- Elected as Staff Representative to the Academic Senate at SFSU, 2006 and 2009
- SF State Delegate, Access to Excellence Summit, Newport Beach, April 24-25, 2007
- Employee of the Month, SF State University December, 2005

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## Institutional Service

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- Downtown Campus Emergency Coordinator Team, SFSU, 2008 — 2012
- Downtown Campus Steering Committee, SFSU, 2008 — 2012
- Executive Committee, Academic Senate, San Francisco State University, 2007 — 2012
- Student Fee Advisory Committee, SFSU, 2007 — 2011
- Student Organization Hearing Panel, SFSU, 2007 — 2011
- Enrollment Management Committee, SFSU, 2007— 2011
- SF State Faculty and Staff Retreat Planning Committee, SFSU, 2007 and 2009
- Sexual Assault and Alcohol Awareness Task Force, SFSU, 2007 — 2008
- Academic Senate, San Francisco State University, 2006 — 2012
- Student Affairs Committee (SAC), Academic Senate, SFSU, 2006 — 2009, and 2010 — 2011, Chair of SAC, 2007 — 2009 and 2010 — 2011
- Elections Committee, Academic Senate, SFSU, 2006 — 2012
- Staff Elections Committee, Academic Senate, SFSU, 2006 — Present
- Emergency Preparedness Task Force, SFSU, 2006 — 2007