

Beth C. Barak

CO-OWNER & DIRECTOR

CAREER HIGHLIGHTS

ESSENTIAL EDGE COMPLIANCE OUTSOURCING SERVICES, LLC

CO-OWNER AND DIRECTOR

Collaborate with Founder to guide trajectory of the business.

- Manage relationships with regulatory clients to help advance engagement success.
- Create promotional messaging; manage brand and web content.
- Managed outsourcing business client relationships.
- Created infrastructure, wrote proposals, and authored internal policies and procedures for the outsourcing business line.
- Hired, trained, and oversaw outsourcing independent consultants.

FLORIDA ATLANTIC UNIVERSITY, Division of Research, Boca Raton, FL

ASSOCIATE DIRECTOR AND EDITOR, FAU Owl Research & Innovation Magazine

ASSISTANT DIRECTOR AND VARIOUS ROLES

Managed communications, events and research development initiatives.

- Directed content development and production of a research magazine, FAU's marketing centerpiece. Managed weekly newsletter reaching 2,000 faculty and staff.
- Wrote scripts and created videos that advanced multiple marketing campaigns.
- Authored first community engagement and economic development report, resulting in creation of a new Office of Community Engagement. Received commendation from FAU president.

BCB CONSULTING, New York, NY

SELF-EMPLOYED CONSULTANT/GOVERNMENT CONTRACTOR

Provided reporting, training, evaluation, project management, events and fundraising services to non-profits, small businesses, and city government.

- Identified community involvement opportunities in Florida; evaluated an internship for a global client; generated \$80,000 for a special event attracting 1,000+ guests.

INSTITUTE OF INTERNATIONAL EDUCATION, New York, NY

SENIOR PROGRAM MANAGER

Managed the roll-out and execution of educational enrichment programs.

- Created systems and policies for a Lucent Foundation program, with oversight of staff in 10 U.S. and 5 Asian cities.



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ADDITIONAL EXPERIENCE

WORKING IN SUPPORT OF EDUCATION

Program Director

INSTITUTE OF INTERNATIONAL EDUCATION

Senior Grants and Contracts Specialist

- Planned and executed marketing strategies, resulting in a 58% increase in U.S. applications.
- Created collateral and built a marketing alliance, surpassing prior vendor in achieving diversity goals by 40%.
- Wrote reports and proposals, contributing to \$2.5+M in follow-on business.

UNITED STATES CHAMBER OF COMMERCE, Washington, D.C.

FOUNDING ASSOCIATE DIRECTOR, CENTER FOR CORPORATE CITIZENSHIP

Positioned group for launch and showcased civic leadership of member companies while providing opportunities for corporate, government and non-profit leaders to discuss prospective collaboration.

- Ensured pilot conference featuring Ted Turner was standing-room only, with 176 attendees.
- Co-authored, Corporate Responsibility & Globalization, a post-conference report.

THAILAND BUSINESS COALITION ON AIDS, Bangkok, Thailand

PROGRAM MANAGER AND TRAINER

Developed collateral, secured funding, and managed communications and events.

- Organized community relations events that improved public health awareness, increased visibility of corporate sponsor and raised funds during a financial downturn.
- Developed new business strategies and proposals, securing the Coalition’s largest grant, launching the Asian Business Coalition on AIDS.

ROTSAWAEK WITTAYA PRIMARY SCHOOL, Ayuthaya, Thailand

TEACHER

UNITED STATES PEACE CORPS, Africa Region Operations, Washington, D.C.

COUNTRY DESK ASSISTANT/ACTING COUNTRY DESK OFFICER

Managed back office operations for U.S. volunteers and staff in 5 African countries.

- Improved field understanding of agency policies and enhanced messaging of program value to key stakeholders through site visits to Ethiopia, Eritrea, Congo (Brazzaville) and Uganda.
- Developed briefing materials for agency senior staff and U.S. Vice President Al Gore.



EDUCATION

UNIVERSITY OF PITTSBURGH

Master of Public and International Affairs

AMERICAN UNIVERSITY

WASHINGTON, D.C.

Bachelor of Arts, International Affairs