

CHAVA D. GOLDMAN

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PROFILE: Writer, editor and communicator with 14 years' experience providing and editing content in the context of specific program and project needs.

PROFESSIONAL EXPERIENCE

PMI (Project Management Institute)

14 Campus Boulevard
Newtown Square, PA 19073

USA

*Position: Research
Coordinator, 1998 to 2007*

<http://www.pmi.org>

Background: PMI is the largest professional society in the world specifically for practitioners of the growing project, program and portfolio management profession. The Institute went from a membership of approximately 33,000 to over 230,000 worldwide from my hiring until I left.

- ❖ Maintained the Research section of PMI Web site, including **writing** and **editing**
- ❖ Wrote **communications materials** targeted toward a world-wide community of people who are interested in project, program and portfolio management research
- ❖ Coordinated speakers, papers, advertising and registration for the *PMI Research Conference Series*, held biennially
- ❖ Coordinated multiple aspects of a focused research program
 - Oversaw PMI-supported research projects all over the world, in coordination with the Research Manager and a small volunteer advisory group
 - Built above-mentioned **project management research community** through maintenance of an e-mail list comprising researchers, academics, senior executives, consultants and others who have a stake in project/program management research, and a community Web site
 - Coordinated communications between PMI Research and the greater project management community, and meetings and activities between the Research Manager and the advisory group

The American College

270 S. Bryn Mawr Avenue
Bryn Mawr, PA 19010 USA
(610) 526-1000

*Position: Marketing Research
Assistant, 1993 to 1998*

www.theamericancollege.edu

Background: The American College specializes in insurance and financial services distance education. Approximately 35,000 students were enrolled nationwide per year during my time there.

- ❖ Designed the first computer program for the *Survey of Financial Risk Tolerance* (now known as *FinaMetrica*)
- ❖ Designed the first version of company Web site <http://www.amercoll.edu>
- ❖ Designed and conducted survey research on the 2nd iteration of company Web site
- ❖ Chair for an internal newsletter which focused on computer literacy

PERSONAL DETAILS

Education: BA in Communication Studies (2003), West Chester University, West Chester, Pennsylvania USA

Languages spoken and written: English (native), Hebrew (conversational), Spanish (basic).

Computer Experience: Basic Web design and desktop publishing. Accustomed to working with a computer network and familiar with a Web content management system as a content provider. Proficient in all MS Office programs.

Aliyah: September 2007

References available upon request.