

**Dierdre Jordan, MS**

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Northeastern University  
Boston, MA 02115

***Education***

Northeastern University, Boston, Massachusetts  
Master of Science Degree in College Student Development and Counseling, 1994  
Emmanuel College, Boston, Massachusetts  
Bachelor of Arts Degree in English Communications, 1992  
St. Mary’s College Dublin, Ireland and Louvain, Belgium  
Semester Abroad, 1991

***Experience***

*Northeastern University, Boston, Massachusetts*

*Department of Health Sciences*

*Associate Cooperative Education Coordinator* July 2013 - Present

*Assistant Cooperative Education Coordinator* July 2007 – June 2013

Coordinate health science cooperative education program at the undergraduate level. Counsel and refer students to appropriate co-op positions. Assist student in clarifying career goals, developing job finding skills and preparing for graduate programs. Maintain current positions through on-site visits with students and employers. Develop new positions to reflect changing student needs and geographical distribution. Teach, serve on department, college and university committees.

*Boston University, Boston, Massachusetts*

*Graduate School of Management*

*Assistant Director Health Sector Management Program (HSM)* 2003-2007

Advise 170+ full and part time graduate business students regarding course selection, degree requirements, and general academic policies and procedures. Work as part of the general advising team participating in many annual campus events such as orientation, open houses and commencement. Advise dual degree programs. Manage the Health Sector Management Program. Act as a member of the internship/job search team for the HSM students. Participate in program develop committee for HSM program.

*New England College of Optometry, Boston, Massachusetts*

*Director of Student Life/Coordinator of Student Life* 1998-2003

Served as advisor to various student organizations. Managed annual housing event and student health insurance program. Developed relationships with Optometrists for future graduate hiring. Coordinated all aspects of annual commencement and related awards ceremony, defining criteria and coordinating selection process.

*Assistant to Registrar* 1996-1998

Provided support to the Registrar. Supervised all aspects of the federal work study program. Administered all requests for professional educational verification.

*Suffolk University, Boston, Massachusetts*

*Assistant, Student Activities Office* 1995-1996

Served as key advisor for various student groups. Created and administered student activities survey.

***Instruction Northeastern University Bouvé College of Health Sciences***

HSCI 2000 Introduction to Professional Development 2007 – Present

Introduces students to the Bouvé Cooperative Education Program and provides them with the opportunity to develop job-search and career-management skills. Offers students an opportunity to perform assessments of their workplace skills, interests, and values and discuss how they impact personal career decisions. Students also have an opportunity to prepare a professional-style résumé, learn proper interviewing techniques, and gain an understanding of the opportunities available to them for co-op. Introduces career paths, choices, and career decision making. Familiarizes students with workplace issues relative to their field of study and teaches them to use myNEUCOOL database in the job-search and referral process. Presents and discusses co-op policies, procedures, and expectations of the Bouvé Cooperative Education Program and co-op employers.

HSCI 1000 College: An Introduction 2010 - Present

Provides an introduction to the University, college, and health professions to enhance students' understanding of self and the decisions they make academically and socially as members of the University's diverse, multicultural community. Group activities and individual assignments along with

active participation in a learning community help students adjust to life on an urban campus, develop a better understanding of the learning process, acquire essential academic skills, and make connections with the faculty and students in the college.

### ***Service***

#### *Northeastern University*

Member, Co-op Cross Referral Taskforce (2012)

Nominator, Paul Pratt Cooperative Education Award winner (2012)

Faculty Advisor, Peer Health Exchange Student Group (2012 –Present)

Faculty Advisor, Nutrition Interest Group (2012-Present)

Faculty Advisor, Vision NU Student Group (2011-Present)

Nominator, Thomas McMahon Cooperative Education Award winner (2010)

Faculty Marshal, Undergraduate Commencement (2008-Present)

Member, Cooperative Education Awards Committee (2008-Present)

Contributor, Cooperative Education Presentation to local Community Health Centers (2008)

Contributor, Pre-medical Access to Clinical Experience project (2008)

#### *Bouvé College of Health Sciences*

Member, Undergraduate Academic Affairs Committee (2010-Present)

Contributor, Internal Review of Northeastern University Physician Assistant Program (2011)

#### *Bouvé Cooperative Education Program*

Member, Merit Committee & Chair 2015 (2012-2015)

#### *Department of Health Sciences*

Contributor, Health Science Department Newsletter (2012)

Member, Health Sciences Department Strategic Planning Group (2012)

Contributor, Health Science Curriculum Report (2010)

Presenter, Health Science Fridays (2008-Present)

Presenter, Open Houses, Orientation, Welcome Days, What's In a Major (2007-Present)

Member, Undergraduate Health Science Committee (2006-Present)

### *Community*

Member, Performance Improvement Team, Cambridge Health Alliance (2012-Present)

Member, Advisory Board Arlington Catholic High (2012-Present)

Member, St. Clement School Parent Advisory Committee (2010-2013)

Blood Donor, American Red Cross (2008-Present)

### *Awards*

Invited Guest, US Air Force Health Professions Commissioning Ceremony (2012)

Northeastern University, Sigma Delta Tau Outstanding Faculty (2010)

Invited Guest, Student Scholar Luncheon (2010)

### *Professional Associations*

Member, New England Association for Cooperative Education and Field Experience (2008-2010)

Member, Cooperative Education and Internship Association (2008-2010)

### *Conference Presentations*

Students Learning to Tell Their Stories (2009) New England Association for Cooperative Education and Field Experience New York State Cooperative and Experiential Education Association, Hancock, MA

Redefining Career Paths through Co-op and Reflection (2008) New England Cooperative Education and Field Experience, Saratoga Springs, NY

## 2011

Intern Bridge Career Services Online Conference August 2010

Attend various co-op best practices events

Interview Stream Presentation on campus

Institute for Health Care Improvement Information session

Contributor to Physician Assistant's Program Self Evaluation

2012

Attended workshop for instructors of Introduction to College

- Attended university leaders seminar presented by central co-op
- Attended presentations for many faculty candidates
- Virtually attended Clinical Innovation Conference at Children's Hospital Boston
- Attended employer presentation for Institute for Health Care Improvement (twice)
- Attended speaker panel Business and Health Care (sponsored by CBA)
- Co-leader, Process Improvement Team (PIT), Broadway Health Center, Cambridge Health Alliance (CHA)

2013

- Promoted to Associate Cooperative Education Coordinator
- Attended Recognizing Person- and Family-Centered Care: Always Events at IHI
- Attended "In the Kingdom of the Sick" (April)
- Attended speaker Dr. Ferrier from Boston Public Health Commission
- Attended university leaders seminar presented by central co-op
- Attended presentations for many faculty candidates
- Process Improvement Team (PIT), Broadway Health Center, Cambridge Health Alliance (CHA)
- X-PIT Process Improvement Team, Cambridge Health Alliance (CHA)
- Vision 2020 Process meeting with CEO of Cambridge Health Alliance
- Presented at Massachusetts League of Community Health Centers' Annual Clinical Conference: Where are the Patients in the Patient Centered Medical Home? November 19, 2013

2014 CHA Academic Poster Session Co-author

"A Project to Increase the Utilization of Pre-visit Huddling at a Patient Centered Medical

Home”

Invited Speaker (Institute for Healthcare Improvement Patient Partner) for Cincinnati

Children’s Medical Senior Leadership Team and Board of Trustees Retreat