Bonnie VanDeventer

52 South 11th Avenue, Beech Grove, IN 46107

linkedin.com/in/bjmacphe | 812-345-3017 | bjmacphe@indiana.edu

Objective

Seeking to leverage expertise in the execution of initiatives and contribute to the advancement of technology-driven solutions. A results-driven professional with a technology-centric education, eager to transition into project management within the tech sector.

Skills

Personality Efficient work ethic, empathetic, strong professional integrity, strategically motivated, attentive to detail, adaptable, curious, thrive in fast-paced and challenging environment

Software Microsoft (Teams, Excel, PowerPoint, Word, etc.), Google (Meet, Docs, Sheets, etc.), Jira, Zoom, SharePoint, Smartsheet, Salesforce

Soft Skills Communication, organization, leadership, critical thinking, problem solving, time management, team building, emotional intelligence, collaboration, building strong relationships, delivering compelling presentations

Professional Experience

Indiana University, Bloomington - Luddy School of Informatics, Computing, and Engineering

**Associate Director of Academic Advising, Computer Science, Data Science** 2015 - Present

 Instrumental in 250% increase in the Computer Science student population, elevating it from 350+ to 800+

 Successfully expand the advising team from one to four members through onboarding initiatives

 Play a key role in course schedule management, creating accurate enrollment forecasts for future offerings

 Anticipate conflicts that may arise between program implementation, requirements, and course scheduling

 Conduct research, collaborate with faculty, define program requirements, and oversee implementation

 Collaborate with IT professionals to customize systems to meet the needs of advising programs

 Improve the student experience through advising faculty on new and continued program development

Foster trust with students and cultivate cross-functional collaboration to increase student satisfaction

Indiana University Records Services Supervisor - improve empathy, active-listening skills, and communication style

Indiana University Campus Card Services Coordinator - developed skills in problem solving and product usability

Key Projects

**Indiana University, New Student Advising Pass, Permission Request, and Exception Request Forms**

 Improve user experience by streamlining and standardizing forms, automating and simplifying processes

 Acquire advanced skills in using a homegrown platform through independent study and practical application

 Cross-collaborate with advising and tenant administrators during form development

 Demonstrate resilience by adeptly navigating shifts in administrators and evolving priorities/timelines

**Indiana University, Student Satisfaction and Policy Adjustment**

 Conduct surveys and interviews with students to identify pain points and gather feedback on existing policies

 Propose strategic policy and implementation adjustments to improve the student experience

Additional Experience

Indiana University Business Analyst - actively participated in requirement gathering and collaborating with developers

Pizza Hut Assistant Store Manager - developed skills in client interaction, problem solving, and collaboration

Huse Food Group Accounting Assistant - cultivated natural propensity for attention to detail and data analysis

Education

Indiana University Bachelor of Arts in Criminal Justice, Minor in Computer Science, Master’s-level coursework in Informatics