

Andrew Yazzie

EDUCATION

Master of Public Administration, 2023
The University of New Mexico, Albuquerque, NM

Bachelor of Science, 2013
Major: Family Studies
Minor: Psychology
The University of New Mexico, Albuquerque, NM

PROFESSIONAL EXPERIENCE

Manager of Student Success September 2023 – Present
American Indian Student Services, The University of New Mexico, Albuquerque, NM

- Advance college transition initiatives, student mentorship & success programs, and leadership development efforts
- Collaborate across campus and serve on various committees & boards – LGBTQ Resource Center Advisory Board member, Engaging Men & Masculine Peoples Working Group co-chair, Recruitment Coordination Committee member
- Conceptualize, design, and edit print and web public relations materials for AISS Programming in alignment with UNM Identity Standards
- Conduct reporting & assessments for student programming initiatives along with yearly strategic planning
- Coordinate the AISB Fall Experience Program – design the First-Year Experience course curriculum, oversee awarding of scholarships, and serve as the course instructor
- Coordinate the American Indian Summer Bridge Program – supervise student & professional staff; oversee logistics in regards to facilities, partnerships, hiring, training, & budgets; and manage recruitment & outreach efforts
- Develop departmental assessment plans to achieve goals, strengthen programming efforts, and enhance the ability to showcase successes
- Maintain confidential student records and information
- Manage data entry and reporting of department recruitment programs
- Oversee the intake & processing for departmental scholarship applications & awards
- Oversee & coordinate targeted American Indian recruitment initiatives for students transferring from UNM branch campus sites, community colleges, tribal colleges, other colleges or universities, and new admits
- Oversee & coordinate various targeted American Indian recruitment partnerships with UNM Departments, Community Organizations, Tribal Communities
- Plan and coordinate Special Programs; Serve as Chair for AISS Welcome Back & AISB Programs; Co-coordinate the American Indian Senior Day, American Indian Junior Day, and AISS Ambassador Program
- Provide comprehensive oversight for AISS academic advisement & student support services for American Indian students
- Provide comprehensive student support regarding institutional, departmental, tribal, and private scholarship processes
- Provide in-person, telephone, and virtual guidance & advisement specific to AISS and the University

- Serve on committees for all AISS student support programs & initiatives

Student Recruitment Specialist

July 2015 – August 2023

American Indian Student Services, The University of New Mexico, Albuquerque, NM

- Coordinate and implement the New Mexico Leadership Empowerment Alliance Development for Students (NM LEADS) Conference
- Conceptualize, design, and edit print and web public relations materials for AISS Programming in alignment with UNM Identity Standards
- Conduct and coordinate Group Presentations and Campus Tours for elementary, middle, and high school students; community education organizations; and Tribal Higher Education Departments
- Coordinate various targeted American Indian recruitment initiatives with UNM Departments, Community Organizations, Tribal Communities
- Coordinate targeted American Indian recruitment, co-coordinate Residential Advisor trainings, and co-coordinate social & cultural activities for the AISB Summer Bridge Program
- Coordinate the AISB Fall Experience Program – design the First-Year Experience course curriculum, oversee awarding of scholarships, and serve as the course instructor
- Co-coordinate recruitment, information sessions, activities, and pageant for the Miss Indian UNM Program
- Collaborate across campus and serve on various committees & boards – LGBTQ Resource Center Advisory Board member, Engaging Men & Masculine Peoples Working Group co-chair, Recruitment Coordination Committee member
- Conduct reporting & assessments for student programming initiatives along with yearly strategic planning
- Develop departmental assessment plans to achieve goals, strengthen programming efforts, and enhance the ability to showcase successes
- Maintain confidential student records and information
- Manage data entry and reporting of department recruitment programs
- Oversee the intake & processing for departmental scholarship applications & awards
- Plan and coordinate Special Programs; Serve as Chair for American Indian Senior Day, American Indian Junior Day, AISS Welcome Back, and AISS Ambassador Program; Co-coordinate the Sidekicks Mentorship Program, and AISS Alternative Spring Break Initiative
- Develop the structure of the AISS Ambassador Program – provide trainings & workshops with a focus on student success & leadership development; organize training & workshops with campus & community partners; oversee & guide student led workshops; manage participant assignment submissions; coordinate advisement support; and conduct weekly electronic communications with participants
- Provide in-person, telephone, and virtual guidance & advisement specific to AISS and the University
- Provide comprehensive student support regarding institutional, departmental, tribal, and private scholarship processes
- Represent AISS and UNM at statewide, regional, and national Tribal, middle school, high school, and college recruitment events
- Serve on committees for all AISS student support programs & initiatives

Professional Intern

June 2013 – June 2015

American Indian Student Services, The University of New Mexico, Albuquerque, NM

- Co-Founded, coordinated, and implemented the New Mexico Leadership Empowerment Alliance Development for Students (NM LEADS) Conference

- Coordinated various targeted American Indian recruitment initiatives with UNM Departments, Community Organizations, Tribal Communities
- Conducted and coordinated Group Presentations and Campus Tours for elementary, middle, and high school students; community education organizations; and Tribal Higher Education Departments
- Developed a Production Schedule toolkit for use in program planning to streamline administrative processes
- Maintained confidential student records and information
- Managed data entry and reporting of department recruitment programs
- Planned and coordinated Special Programs; Served as Chair for American Indian Junior Day & AISS Welcome Back Social; Co-coordinated the Sidekicks Mentorship Program and AISS Alternative Spring Break Initiative
- Provided in-person and telephone advisement specific to AISS and the University
- Conceptualized, designed, and edited print and web public relations materials for AISS Programming
- Represented AISS and UNM at statewide, regional, and national Tribal, middle school, high school, and college recruitment events
- Serve on committees for all AISS student support programs & initiatives

Student Success Leader III

June 2010 – May 2013

American Indian Student Services, The University of New Mexico, Albuquerque, NM

- Advancement from SSL I to SSL II
- Conducted Group Presentations and Campus Tours
- Maintained confidential student records and information
- Managed Peer Mentoring data entry and spreadsheet development
- Provided Peer Advisement and Mentorship
- Planned and coordinated Special Projects including student socials, academic and financial aid workshops, and tribal outreach
- Provided in-person and telephone information specific to AISS and the University
- Assisted with public relations materials design and development
- Assisted with coordination of department recruitment initiatives
- Represented AISS at statewide Tribal, middle school, and high school recruitment events
- Served as general academic tutor

Residential Advisor

May 2012 – July 2012

American Indian Summer Bridge (AISB) Program, The University of New Mexico, Albuquerque, NM

- Assisted with recruitment of student cohort
- Conducted small group discussions in a variety of topics relevant to college life
- Coordinated in various AISB Student Success Seminars and Extracurricular Activities
- Developed Residential Advisor portfolio
- Planned and supervised cohort field trips/activities
- Provided academic tutoring for Native American Studies and English courses
- Served as cohort mentor
- Transported cohort to all off-campus scheduled events

TEACHING EXPERIENCE

Adjunct Professor

The University of New Mexico Albuquerque, NM

First-Year Experience: Introduction to UNM-AISB

Fall 2022 & 2023

PROFESSIONAL DEVELOPMENT

- Active Shooter on Campus: Run, Hide, Fight
- Banner Fundamentals and Navigation
- Basic Annual Safety Training
- CPR/AED & First Aid Training
- Defensive Driving
- Ethics: A Framework for Ethical Decision Making
- FERPA Training for UNM Personnel
- Fuel Card Training
- Information Privacy and Security Awareness Training
- LoboAchieve for Staff
- Mental Health First Aid
- PCard for Travel
- PCard Program
- Prevention of Sexual Harassment and Discrimination
- QTR Gatekeeper Training
- Safe Zone Training
- Securing Private Data
- Viewing Student Data
- 15 Passenger Van Online Training

PROFESSIONAL MEMBERSHIPS

National Indian Education Association – Member	2013 – 2016
National Associate of Student Personnel Administrators – Member	2015 – Present

COMMITTEES, BOARDS, COMMUNITY LEADERSHIP

NASPA Indigenous Peoples Knowledge Community Co-Chair Elect	2024 – Present
College Board: Enrollment Leadership Academy	2023 – 2024
NASPA 2024 CLC Extending Learning Sessions Subcommittee	2023 – 2024
UNM First Amendment and Student Activism Task Force	2023
Working Group	2023
UNM LGBTQ Resource Center Advisory Board – Member	2021 – Present
NASPA President's Implementation Committee for Indigenous Engagement & Inclusion	2021 – 2024
NASPA: Power and Place Symposium – Planning Committee	2021 – 2022
UNM Engaging Men & Masculine Peoples Working Group – Member	2019 – Present
Co-Chair	2021 – Present
UNM Recruitment Coordination Committee – Member	2019 – Present
Native American Student Advocacy Institute – National Advisory Committee	2017 – 2018
Co-Chair	2017

PRESENTATIONS

Davidson, C., Eby, D., Francis-Begay, K., Gollette, U., Kaniaupio, K., Poolaw, J., Prellberg, S., Quirk, M., Schroeder, Y., Walkowiak, E., Waterman, S. & Yazzie, A. (2024, March). *Honing Our Narrative: Rhetorical Sovereignty and Native Student Development*. Presented at the NASPA Annual Conference, Seattle, WA.

Stahn, J., Tso, A. & Yazzie, A. (2018, March). *Impacting the First-Year: Programming Initiatives Building Student Success*. Presented at the NASPA Annual Conference, Philadelphia, PA.

Andraca, D., Begay, D., Benally, J., Jim, A., Kee, L., Livingston, C., Stahn, J., Toya, K., Tso, A. & Yazzie, A. (2017, May). *Impacting the First-Year: Programming Initiatives Building Student Success*. Presented at the Native American Student Advocacy Institute, Santa Ana Pueblo, NM.

Lansing, R., Packineau, J. & Yazzie, A. (2014, April). *#GettingStarted: Using Social Media to Connect with Students, Faculty, and Staff*. Presented at the Native American Student Advocacy Institute, Albuquerque, NM.

SKILLS

- Advanced Competency in LoboAchieve, Chrome River, MyReports, and Banner
- Advanced Experience in Event Coordination and Planning – Both in-person & virtual
- Commitment to Personal Growth
- Detail Oriented
- Effective in Working in a Collaborative Context
- Excellent Customer/Student Services Skills
- Excellent Presentation & Training Skills
- Excellent Time Management and Multitasking Skills
- Expertise and Advanced Skillset in Microsoft Office Applications including Excel, PowerPoint, Word, Access, OneDrive, OneNote, Outlook, and Teams
- Expertise in Adobe Creative Cloud including Adobe Express, Illustrator, InDesign, Lightroom, Photoshop, and Premiere Rush
- Recruitment and Outreach Implementation Expertise
- Reliable, Motivating, and Patient
- Volunteer Training and Coordination Experience

REFERENCES

Available on Request