SIGAL A. RUBIN, MSCCJ
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EDUCATION

Florida Atlantic University May 2014
Master of Science in Criminology and Criminal Justice

University of Florida May 2005
Bachelor of Science in Psychology

RELEVANT EXPERIENCE

Florida Atlantic University Boca Raton, FL
Senior Instructor, School of Criminology and Criminal Justice August 2023-Present

- Developed and delivered undergraduate courses on Law, Crime, and the Criminal Justice System, Criminal Justice Ethics, Studying Violence and Women in the Criminal Justice System in face-to-face, online, and hybrid formats.
- Utilized innovative teaching methods, including active learning and technology integration, to enhance student engagement.
- Mentored students through academic advising, research guidance, and career planning, resulting in improved student outcomes.
- Contributed to developing new curriculum and course materials, aligning with current industry standards and research.
- Incorporated a range of assessments, including formative and summative methods, to monitor and enhance student learning outcomes.
- Created a supportive, inclusive classroom environment encouraging critical thinking and active participation.
- Collaborated with colleagues to refine and update course syllabi, ensuring alignment with evolving academic and industry standards.
- Spearheaded the integration of digital resources and online learning platforms to complement traditional classroom instruction.
- Conducted peer reviews of teaching practices within the department, offering constructive feedback and suggestions for improvement.
- Engaged in continuous professional development to stay current with best practices in criminal justice education and pedagogy.
- Organized and led guest lectures and panels featuring industry professionals to provide students with practical insights and networking opportunities.
- Contributed to faculty meetings and departmental committees, providing insights on instructional practices and curriculum enhancement.

Florida Atlantic University Boca Raton, FL
Field Experience Coordinator, School of Criminology and Criminal Justice May 2020-Present

- Directed the Criminal Justice Internship Program, overseeing the placement of students in a wide range of criminal justice agencies, ensuring alignment with academic requirements and professional standards.
- Provided personalized guidance to students throughout the internship process, from application to completion, helping them select appropriate placements that align with their career goals.
- Cultivated and maintained relationships with local, state, and federal agencies to secure diverse internship opportunities for students, enhancing the program's reputation and reach.
- Ensured that all internship placements complied with university policies and legal requirements, maintaining accurate records and documentation for each student.
- Developed and implemented assessment tools to evaluate student performance and agency feedback, using the results to continuously improve the internship experience.
- Conducted informational sessions and created promotional materials to increase student awareness and participation in the internship program, contributing to a higher enrollment rate.
- Addressed and resolved any issues or conflicts that arose during internships, acting as the primary liaison between students, faculty, and placement agencies.

- Partnered with the FAU Career Center to promote the internship program and enhance student preparation, resulting in more robust career development support and improved internship outcomes.
- Worked closely with faculty to ensure that internship experiences were fully integrated into the academic curriculum, providing students with practical applications of their classroom learning.
- Assisted students in translating their internship experiences into marketable skills, offering workshops and one-on-one sessions on resume building, interview preparation, and career planning.
- Collected and analyzed internship placements and outcomes data, preparing reports to inform departmental decisions and enhance the program's effectiveness.
- Promoted diverse internship opportunities to ensure that all students, regardless of background, had access to valuable, career-enhancing experiences.
- Organized and hosted networking events and guest speaker sessions to connect students with criminal justice professionals, expanding their industry knowledge and job prospects.

Florida Atlantic University Boca Raton, FL
Criminal Justice Camp Director, School of Criminology and Criminal Justice August 2016-Present

- Directed the Criminal Justice Camp, overseeing all aspects of program development, implementation, and evaluation to provide a comprehensive learning experience for participants.
- Developed and structured the camp curriculum, incorporating interactive workshops, simulations, and guest lectures to engage students in various aspects of the criminal justice system.
- Led recruitment efforts to attract a diverse group of high school students interested in pursuing careers in criminal justice, increasing program enrollment and visibility.
- Managed a team of faculty, guest speakers, and volunteers, coordinating their efforts to deliver a seamless and educational camp experience.
- Oversaw the camp budget, ensuring efficient allocation of resources while maintaining high-quality programming and participant satisfaction.
- Established partnerships with local law enforcement agencies, legal professionals, and community organizations to provide participants with real-world insights and networking opportunities.
- Ensured all camp activities were conducted in a safe and compliant manner, adhering to university policies and guidelines.
- Provided mentorship to camp participants, offering guidance on academic and career pathways in criminal justice.
- Conducted post-camp evaluations to gather feedback from participants and staff, using the data to refine and improve future camps.
- Developed promotional materials and strategies to market the camp to potential participants, parents, and schools, resulting in increased awareness and participation.
- Organized and coordinated camp events, including mock trials, crime scene investigations, and field trips to local criminal justice agencies.
- Prepared reports on the camp's outcomes and impact, showcasing the program’s success and contributions to student development in the field of criminal justice.

Florida Atlantic University Boca Raton, FL
Soar-in-4 Scholars Mentor, School of Criminology and Criminal Justice August 2016-Present

- Provided individualized mentoring to Soar-in-Four scholars, guiding them through their academic journey to ensure timely graduation within four years.
- Assisted students in course selection, major exploration, and academic planning, helping them align their educational paths with their career goals.
- Collaborated with the FAU Career Center to provide students with career readiness resources, including resume building, interview preparation, and networking opportunities.
- Organized and led workshops on time management, study skills, and career exploration to support scholars' academic and professional development.
- Served as a primary point of contact for Soar-in-Four scholars, offering guidance on academic challenges and connecting them with university resources.
- Tracked students' academic progress and milestones, providing proactive interventions to keep them on track for graduation.
- Facilitated connections between students and industry professionals through guest speaker events, career fairs, and networking sessions.
- Encouraged collaboration among Soar-in-Four scholars by fostering a community of support and shared learning experiences.

Florida Atlantic University Boca Raton, FL
Undergraduate Coordinator, School of Criminology and Criminal Justice August 2024-Present

- Led the development and implementation of assessment strategies for the undergraduate program, ensuring alignment with accreditation standards and continuous improvement of academic quality.
- Oversaw the evaluation and decision-making process for student petitions, waivers, and reinstatement requests, maintaining academic integrity and fairness.
- Collaborated with faculty to review and update the undergraduate curriculum, incorporating new courses and ensuring relevance to industry standards and student needs.
- Acted as a secondary check for undergraduate course scheduling, ensuring sufficient sections for key courses and managing enrollment to optimize student access and retention.
- Evaluated and verified transfer credits for incoming students, ensuring accurate alignment with FAU's course offerings and major requirements.
- Personally welcomed all new Criminology and Criminal Justice (CCJ) majors with tailored communication, fostering early engagement and connection to the program.
- Served as a mediator for student concerns with faculty or staff, resolving issues at the departmental level and promoting a positive academic environment.
- Provided guidance to faculty on handling cases of plagiarism, cheating, and other academic integrity violations, ensuring adherence to university policies.
- Led targeted outreach efforts to increase enrollment in CCJ minors, contributing to a significant growth in the number of declared minors.
- Supported the evolution and promotion of the CCJ Honors Program, working with faculty to identify and recruit eligible students.
- Coordinated collecting and uploading undergraduate assessment data into the WEAVE system, ensuring compliance with university deadlines and standards.
- Engaged in strategic recruitment and retention efforts, including participation in university events, to attract and retain students in the CCJ program.
- Collaborated with faculty advisors to support the activities and growth of student clubs, enhancing extracurricular opportunities for CCJ students.
- Assisted in the planning and curricular integration of a new prospective forensics minor, aligning it with existing courses and departmental goals.
- Coordinated with various university departments to ensure students had access to the resources and support necessary for their academic success.
- Contributed to the promotion and visibility of the Soar-in-Four program through outreach and engagement efforts, increasing student participation and awareness.
- Collected and analyzed feedback from scholars to continuously improve the mentoring experience and adapt to student needs.

Florida Atlantic University Boca Raton, FL
Instructor, School of Criminology and Criminal Justice August 2018-August 2023

- Taught a wide range of undergraduate courses, including Law, Crime, and the Criminal Justice System, Studying Violence, Criminal Justice Management, Women in the Criminal Justice System, and Violence in Relationships, with a focus on student-centered learning in face-to-face, online, and hybrid formats.
- Implemented a variety of instructional strategies, including case studies, simulations, and group discussions, to foster a deep understanding of course material.
- Designed and facilitated workshops and seminars on critical criminal justice topics, engaging students in real-world applications of theoretical concepts.
- Provided timely and constructive feedback on student work to promote continuous improvement and academic success.
- Contributed to faculty meetings and departmental committees, providing insights on instructional practices and curriculum enhancement.

Florida Atlantic University Boca Raton, FL
Associate Undergraduate Coordinator, School of Criminology and Criminal Justice May 2020-August 2024

- Assisted in overseeing the undergraduate criminology and criminal justice programs, ensuring academic quality and consistency across courses and faculty.
- Collaborated with the Undergraduate Director and faculty to review and update the undergraduate curriculum, aligning it with current industry standards and student needs.

- Provided academic advising to undergraduate students, helping them navigate course selections, degree requirements, and career planning.
- Worked closely with faculty to ensure the smooth delivery of courses, addressing any issues related to scheduling, resources, and instructional support.
- Played a key role in the assessment of undergraduate programs, collecting and analyzing data to support continuous improvement and accreditation efforts.
- Assisted in implementing departmental policies and procedures, ensuring they were communicated effectively to faculty, staff, and students.
- Acted as a liaison between students and faculty, addressing student concerns and ensuring a supportive academic environment.
- Monitored enrollment trends and worked with the Undergraduate Director to adjust course offerings and seat availability to meet student demand.
- Chaired or participated in departmental committees, such as the Undergraduate Curriculum Committee and Reinstatement, Waiver, and Petition Committee, contributing to strategic decisions affecting the undergraduate program.
- Assisted in the planning and execution of departmental events, including orientations, open houses, and recruitment activities, to engage current and prospective students.

Florida Atlantic University Boca Raton, FL
Assistant Graduate Coordinator, School of Criminology and Criminal Justice August 2016-August 2018

- Assisted in coordinating and administrating the graduate program, ensuring smooth operations and alignment with departmental goals.
- Played a key role in the graduate admissions process, reviewing applications, coordinating interviews, and assisting with recruitment efforts to attract high-caliber candidates.
- Provided academic advising to graduate students, guiding them through course selections, degree requirements, and thesis or dissertation processes.
- Collaborated with the Graduate Coordinator and faculty to develop and refine the graduate curriculum, ensuring it met academic standards and industry relevance.
- Assisted in organizing graduate program events, including orientations, workshops, and seminars, to enhance student engagement and professional development.
- Worked closely with graduate faculty to ensure effective course delivery, address student concerns, and support instructional needs.
- Participated in departmental and university-level graduate committees, contributing to discussions on curriculum, policy, and student affairs.
- Acted as a liaison between graduate students and university support services, helping students navigate resources such as financial aid, career services, and mental health support.
- Assisted in the implementation of graduate program policies, ensuring they were communicated clearly to students and faculty.
- Facilitated opportunities for graduate students to engage in professional development, including networking events, research presentations, and conference participation.
- Maintained and analyzed graduate student performance, retention, and graduation rates data, using the insights to support program enhancements.
- Worked to build and maintain relationships with program alumni, encouraging their involvement in mentoring current students and participating in departmental events.

Hillel Community Day School Miami, FL
Teacher/Coach/Advisory Chair August 2007-June 2010

- Developed and implemented lesson plans for 9th-grade Algebra 1, delivering engaging and effective instruction to support student understanding of mathematical concepts.
- Designed and taught Advanced Placement Psychology courses for 10th, 11th, and 12th-grade students, preparing them for success on the AP exam through rigorous and relevant coursework.
- Created and delivered comprehensive lesson plans in World History for 6th-grade students, fostering critical thinking and a deeper understanding of global historical events.
- Provided direct instruction and academic support to students in grades 6 and 8 through Hillel's Learning Center, tailoring educational approaches to meet diverse learning needs.
- Coached the Junior Varsity (JV) and Varsity volleyball teams and the JV basketball team, leading practices, developing game strategies, and promoting teamwork and sportsmanship.

- Served as the Advisory Chair, facilitating student development programs and providing guidance on academic and extracurricular activities.

Jeaga Middle School West Palm Beach, FL
Teacher December 2005-May 2007

- Developed and implemented lesson plans for Intensive Reading classes, specifically tailored for Exceptional Student Education (ESE) and Emotionally Handicapped (EH) students in grades 6 through 8.
- Provided direct instruction and support to students with diverse learning needs, focusing on improving literacy skills and fostering a positive and inclusive classroom environment.
- Utilized various instructional strategies and interventions to meet students' individual needs, promoting their academic growth and emotional well-being.
- Created a supportive learning environment that encouraged student participation, helping students build confidence in their reading abilities.
- Worked closely with special education staff, counselors, and parents to develop and implement individualized education plans (IEPs) and track student progress.

Lake Worth Middle School, Lake Worth, FL
Teacher August 2005-December 2005

- Developed and implemented lesson plans for Language Arts, Math, Social Studies, and Science tailored for Educable Mentally Handicapped (EMH) students.
- Provided direct instruction to EMH students, focusing on creating an inclusive and supportive learning environment that addressed their unique educational needs.
- Employed differentiated instructional strategies to meet the diverse learning abilities of students, ensuring that each student received personalized attention and support.
- Integrated academic content with life skills and social development activities to promote the overall well-being and growth of EMH students.
- Coordinated with special education professionals, aides, and parents to create and implement individualized education plans (IEPs) and monitor student progress.

Alachua County Crisis Center, Gainesville, FL
Interventionist August 2004-August 2005

- Provided over-the-phone crisis and suicide intervention counseling to residents of Alachua County, offering immediate emotional support and guidance to individuals in distress.
- Collaborated with callers to explore potential solutions and coping strategies tailored to their unique situations, helping them navigate their crises effectively.
- Completed 60 hours of intensive training in crisis intervention techniques, followed by a 3-month probationary period to ensure proficiency in handling high-stress situations.
- Dedicated significant time as a call center volunteer, contributing to the mental health and well-being of the community through compassionate and professional support.
- Connected callers with appropriate local resources and services, ensuring they received continued care and assistance beyond the initial intervention.

RESEARCH AND TEACHING INTERESTS

- **Law, Crime, & the Criminal Justice System,** Subject Matter Expert; received Quality Matters (QM) Certification, Fall 2015
- **Women & Criminal Justice,** Subject Matter Expert; received Quality Matters (QM) Certification, Fall 2016; Course Design Update in 2021)
- **Violence in Relationships,** Subject Matter Expert; received Quality Matters (QM) Certification, Spring 2019
- **Ethics and the Justice System,** First course in the college to implement the Learning Assistant (LA) program model, Spring 2024
- **Criminal Justice Management**
- **Studying Violence**
- **Field Experience/Internship Course**

SERVICE
Service to School:

- Undergraduate Coordinator
- Field Experience Coordinator
- Assistant Undergraduate Coordinator
- Member of Undergraduate Program Committee
- Member of Executive Leadership Team
- Member of Online Instructor Search Committee
- Member of Instructor Search Committee
- Assistant Graduate Coordinator

Service to College/University:
- College Representative for University Honors Council
- Member of the College's Academic Integrity Committee
- College Representative for the University Undergraduate Programs Committee (UUPC)
- College Representative for Honors & Awards Committee
- Co-founder of FAU's Mock Trial Club
- Faculty Soar-in-4 Mentor
- Member of Academic Program Review Committee
- Learning Assistant (LA) Faculty Mentor, FAU's Quality Enhancement Plan, Spring 2024

Service to Community:
- Virtual Mini CSI Camp Coordinator
- Criminal Justice Camp Coordinator

PROFESSIONAL DEVELOPMENT
- The Chronicle of Higher Education's Leadership Summit Series, Spring 2021
    1. Reimagining the Student Experience
    2. The Next Generation of Teaching and Learning
- FAU's College Initiative of BlackBoard Ally implementation, Spring 2022

INSTRUCTIONAL CERTIFICATION
- Advanced Certificate in Effective College Instruction, Association of College and University Educators (ACUE), Spring 2024
    - Completed the following courses:
        1. Promoting Active Learning
        2. Creating an Inclusive and Supportive Online Learning Environment
        3. Designing Learner-Centered and Equitable Courses
        4. Inspiring Inquiry and Lifelong Learning in Your Online Course
        5. Promoting Active Learning Online
        6. Inspiring Inquiry and Preparing Lifelong Learners
        7. Creating a Productive Learning Environment
- Certificate of Professional Development in Online Pedagogy, Fall 2021
- Certified in Teaching effectively in a HyFlex format, FAU's Office of Information Technology (OIT), Fall 2020
- eCertification Workshop provided by Center for Online and Continuing Education, Spring 2019
- FTCE Professional Educator Exam, June 2008; Renewed in 2014
- FTCE Exceptional Student Education K-12, September 2005
- Reading Endorsement K-12, September 2005

HONORS & AWARDS
- Honorary Faculty Guest Coach for the Florida Atlantic University baseball team, Fall 2015
- Certificate of Professional Development in Online Pedagogy, Fall 2021
- George Hutt Pre-Med Scholarship, *University of Florida,* Fall 2001

PRESENTATIONS
- Rubin, S. & Kesselman, D., *Building Bridges: Fostering Future Careers from High School to College Graduation.* Florida Association of Colleges & Employers, Jacksonville, FL. July 2024.