

# LUCIANA DETOLEDO, PH.D.

600 Kintuk Road  
Philadelphia, PA 19031

Phone: 412.555.5555 Cell: 412.555.5555  
E mail: ldetoledo@hotmail.com

---

## United States - Middle East Multi-Cultural Administration

*Sophisticated understanding of Middle Eastern cultural, social and political environments*

Multi-cultural, internationally experienced professional with a vision for initiating and enhancing exchanges to promote harmony, business and personal relations and education. Challenge driven, creative, works judiciously to develop and execute awareness initiatives between distinct societies. Analytical, patient and methodical, organized, highly effective in pressured situations. Articulate, builds synergy and productive rapport with persons of all levels and backgrounds. Respected teacher, facilitates action, motivates and coaches program delivery to meet mandates. **Expertise includes:**

▪ Project Management	▪ Policy Planning	▪ International Relations
▪ Curriculum Development	▪ Research	▪ Project Evaluation
▪ Teaching	▪ Budget Preparation	▪ Exchange programs

---

### EDUCATION

University of Pittsburgh, Administration & Policy Studies Dept., Pittsburgh, PA 2004  
**DOCTOR OF PHILOSOPHY** in Comparative Education and International Development  
*Dissertation: International Scholar Exchange Programs: The Impact of Incomplete Images of Arabs & Americans: A Case Study of the Fulbright Exchange Program*  
*Core modules included:*

▪ Program Planning & Evaluation	▪ Administrative Data Processing	▪ International Organization Development in Education
▪ Policy Analysis	▪ Management of Non-Profit Organization	▪ Educational Anthropology
▪ Data Base Management	▪ Group Dynamics/Intergroup Relations	▪ Ethics in Administrative Policy Studies

**MASTER OF EDUCATION - Policy Planning & Evaluation** Scholarship from the Government of Oman 1995  
Research Center, Kuwait 1984  
**DIPLOMA - Evaluation in Education**  
University of Florida, Gainesville, FL 1983  
**BACHELOR OF ARTS - Elementary Education** Scholarship from the Government of Oman  
Santa Fe Community College, Gainesville, FL 1980  
**ASSOCIATE OF ARTS - Business Administration**  
Padworth College, Padworth, England, U.K. 1977  
**DIPLOMA - English as a Second Language**

---

### PROFESSIONAL EXPERIENCE

Global Institute for International Studies (GIIS), University of Pittsburgh 1996 - Present  
*Held various positions throughout the Institute; selected projects and duties have included:*  
**CO-DIRECTOR ASSISTANT - Visiting Scholars Program**

- Acted as a key contract and organizer charged with co-ordinating a comprehensive international scholars' visiting program with attendees from Asia, Latin America, Europe, and the Middle East.
- Interacted with all visitors, provided counsel, guidance, support and advice during their stay.
- Arranged numerous activities, business and pleasure, including trips to other universities and public schools throughout the Pittsburgh region.
- Co-ordinated faculty counterparts at other U.S. universities to meet visiting scholars' interests.
- Interacted between the GIIS and the Washington DC embassy-based Cultural Attaches and universities of the participants' home countries.
- Accredited for co-leading the program to success, significantly increasing enrolment of scholars.

*Institute for International Studies in Education (IISE).... Continued***CONSULTANT**

- Contributed to preparation of proposal to USAID for higher education partnerships and exchange.
- Acted as a key advisor to the Institute during an international teacher exchange sponsored by the Institute for Education (IIE). Work included:
  - Sourcing and scheduling diverse activities for exchange visitors from Egypt with emphasis on providing a wide range of community and academic activities to allow visitors to gain optimum cultural knowledge.
  - Facilitated interactive technology usage lessons to assist Egyptian teachers learn, find pertinent information and establish communications with counterpart teachers in the United States.

Royal Multi-Lingual Translation Center, Pittsburgh, PA

2003 - 2004

**TRANSLATOR**

- Utilized fluency in Arabic and English to translate legal documents, court hearings and business letters.

Language Technologies Institute, Carnegie Mellon University, Pittsburgh, PA

2002 - 2003

**CONSULTANT**

- Transcribed materials in partnership with technology professionals on a grant from the Department of Defence to design and develop Arabic translator devices for use by the armed forces in the Middle East theater.
- Translated medical related materials, doctor/patient dialogues, and U.N. General Assembly news.

Ministry of Education, Educational Research Department, Muscat, Sultanate of Oman

1983 - 1996

**RESEARCH ASSISTANT**

- Played a key administrative role in preparing, processing and archiving data.
- Contributed in constructing public school surveys used for educational research studies.
- Acted as the conduit between international visiting scholars and interview recipients.

Al-Najah Private School, Muscat, Sultanate of Oman

1983 - 1996

**PRINCIPALS ASSISTANT/SCHOOL BOARD MEMBER**

- Taught English and Arabic Language classes to preparatory and elementary students.
- Appraised teachers' teaching methodology; prepared and delivered teaching improvement seminars.
- Tabulated and prepared the annual school budget for the Board of Directors.

**PROFESSIONAL DEVELOPMENT**

Ministry of Education of Oman, Muscat, Sultanate of Oman

2002

- Recipient of a special invitation to attend the International Conference on the Reform of Secondary Education.
- Attended the Comparative and International Education Society (CIES) Conference, Washington 2001
- Participated in the Human Capacity Development (HCD) conference, Washington 1999
- Attended the American Educational Research Association (AERA) conference, San Francisco 1995
- Presented a research paper at the CGSE Research Annual Colloquium, University of Pittsburgh 1995

**PUBLICATIONS**

Co-wrote several publications between 1989 and 1992 for the Ministry of Education, Muscat, Sultanate of Oman on the following topics:

Most Common Mistakes Committed in Arabic Dictation	Causes of Low Achievement in Maths & Science
School Dropouts in Public Schools	Effect of Change into Semester System on Achievement