

MELISSA YACK HALL



EDUCATION

- Ph.D. University of Utah College of Education
Education Leadership & Policy, 2007-present (ABD)
Dissertation: “*Community Partner Perceptions and Shaping of Service-Learning*”
- MPA University of Utah College of Social and Behavioral Science
Public Administration Program, 2004
- B.S. University of Utah College of Humanities
Mass Communication and Public Relations, 2001
- A.A. Dixie State College
General education and marketing certificate, 1999

Professional Education Courses

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| Grant Writing | Difficult Conversations |
| Successful Supervision and Human Resources Policy | Negotiating Communication Styles |

PROFESSIONAL EXPERIENCE

- 2004-present *Freelance Sports Reporter, Deseret News*
Write features and game recaps for high school, college and professional sports.
Beat writer for University of Utah Women’s Gymnastics team in 2012.
- 2006-present *Program Manager, Master of Public Administration, University of Utah*
Oversee all operations for MPA Executive and Evening student programs (around 210 students total). Operations include managing employees and graduate assistants, advising students on academic and career options, hiring and dismissing adjunct instructors, determining course selection offerings, resolving student-instructor conflicts, implementing budget (established differential tuition and a student fee), developing internship and service-learning placements, marketing and media relations, student recruitment and admissions, alumni relations and major research paper supervision. Assist with all annual reports. Created and implemented Nonprofit Chatter series to bring local nonprofits, higher education institutions and professional consulting firms together. Established five new scholarships based on funding from various sources. Assisted with and oversaw elements of 2011-12 NASPAA reaccreditation process under new standards.
--UofU Community-Engaged Learning Course Committee, Member, 2011-present
--College of Social and Behavioral Science Curriculum Committee, Member, 2007-2012
--UofU Graduate Advisors Professional Association Chair, 2008-2010
- 2004-2006 *Community Development Specialist, Girl Scouts of Utah*
Developed community partnerships with private, government and nonprofit organizations. Recruited and retained volunteers and girls in assigned geographic areas. Managed three Girl Scout staff and two AmeriCorps VISTA staff, while overseeing over one hundred volunteers. Wrote grants for programming and

assisted with annual golf tournament. Developed service-learning projects for college students.

2001-2004 *Publications Coordinator, Athletics Department, University of Utah*
Responsible for media and public relations for five sports, while assisting with several others. Wrote feature articles, designed layout and edited media guides, as well as game programs. Advised student-athletes about internships and career opportunities. Set up volunteer opportunities for student-athletes. Oversaw and mentored student interns. Co-managed NCAA Men's Basketball Tournament Media Support for two tournaments.

1999-2001 *Human Resources Assistant, KSL Television & Radio*
Assisted with hiring interviews, applicant inquiries and disciplinary actions. Also assisted with developing employee motivation rewards and programs. Coordinated internal staff auction to benefit United Way.

TEACHING EXPERIENCE

- Summer 2012 *University of Utah, Instructor, "Nonprofit and Government Media and Public Relations"*
Primary instructor for this course in the Master of Public Administration Program, cross-listed in Political Science for upper division students. Responsible for designing syllabus and lectures, established community partner connections for service-learning projects, booked guest speakers, planned group case study discussions, held office hours and graded. Enrollment: 1 Ph.D. student, 15 graduate students from MPA and other programs and 5 undergraduate students from various majors.
- Spring 2012 *University of Utah, Service-Learning Assistant, "Community Development in the Global South"*
Teaching assistant for Gina Russo in this study abroad class cross-listed with Political Science for freshmen-seniors. Classes held at UofU and in Costa Rica (during spring break). Assisted with community service-learning assignment design for graduate students, which was a follow up to previous year. Developed service-learning reflection questions for graduate and undergraduate students. Enrollment: 8 graduate students and 17 undergraduate students from various majors.
- Spring 2012 *University of Utah, Teaching Assistant, "Administrative Theory"*
Teaching assistant in Master of Public Administration Program with Dr. Lina Svedin. Assisted with designing the syllabus. Provided lectures on leadership and organizational culture and change, and led two case study discussions. Responsible for grading two of five assignments. Enrollment: 27 graduate students from Hainan, China, from MPA Program.
- Summer 2011 *University of Utah, Co-Instructor, "Advanced Human Resource Strategies"*
Co-instructor for online course in the Master of Public Administration Program. Cross-listed with Political Science for upper division students. Jointly responsible for designing syllabus and assignments, which included podcast lectures, peer-to-peer assignment review and group analysis. Booked guest speakers, held office hours and graded case study analysis and weekly question. Enrollment: 12 graduate students from MPA Program and 7 undergraduate students from Political Science Department.

- Spring 2011* *University of Utah, Service-Learning Assistant, "Community Development in the Global South"*
Teaching assistant for Gina Russo in this study abroad class cross-listed with Political Science for freshman-seniors. Classes held at UofU and in Costa Rica (during spring break). Assisted with community service-learning assignment design for graduate students. Developed service-learning reflection questions for graduate and undergraduate students. Enrollment: 8 graduate students and 17 undergraduate students from various majors.
- Fall 2010* *University of Utah, Teaching Assistant, "Administrative Theory"*
Teaching assistant in Master of Public Administration Program with Dr. Lina Svedin. Assisted with designing the syllabus. Provided lectures on bureaucracy and Scientific Management, leadership and organizational culture and change. Responsible for grading two of five assignments. Enrollment: 27 graduate students from Hainan, China, from MPA Program.
- Summer 2010* *University of Utah, Teaching Assistant, "Capstone in Public Administration"*
Teaching assistant in Master of Public Administration Program with Pete Nelson, ABD. Co-designed course syllabus and lectured on nonprofit organizations, effects of tourism, leadership and organizational culture. Arranged for guest speakers and site visits. Enrollment: 25 graduate students from Hainan, China, from MPA Program.
- Spring 2010* *University of Utah, Service-Learning Assistant, "Research Design"*
Teaching assistant in Master of Public Administration Program with Dr. Nancy Basinger. Helped design syllabus and service-learning assignments for students. Provided assistance to students with assignment development and implementation, and served as community partner liaison. Enrollment: Approximately 25 graduate students from MPA Program.
- Summer 2009* *University of Utah, Adjunct Instructor, "Communication in NP & Public Orgs."*
Primary instructor for this course in the Master of Public Administration Program, cross-listed in Political Science for upper division students. Responsible for designing syllabus and lectures, established community partner connections for service-learning projects, oversaw service-learning teaching assistant, booked guest speakers, planned group case study discussions, held office hours and graded. Enrollment: 10 graduate students from MPA Program and 10 undergraduate students from Political Science Department.
- Spring 2009* *University of Utah, Teaching Assistant, "Capstone in Public Administration"*
Teaching assistant in Master of Public Administration Program with Dr. Richard Green. Helped design syllabus and grade assignments. Lectured on leadership and organizations, and nonprofit organizations. Arranged for guest speakers and assisted students during small group case study discussions. Enrollment: 23 graduate students from Hainan, China, from MPA Program.
- Spring 2009* *University of Utah, Service-Learning Assistant, "Research Design"*
Teaching assistant in Master of Public Administration Program with Dr. Nancy Basinger. Helped design syllabus and service-learning assignments for students. Provided assistance to students with assignment development and implementation, and graded service-learning journals. Enrollment: Approximately 25 graduate students from MPA Program.

- Summer 2008* *University of Utah, Teaching Assistant, “Nonprofit Sector & Organizations”*
Teaching assistant in Master of Public Administration Program with Dr. J. Stephen Ott. Lectured about developing revenue in nonprofits and new trends in nonprofits including service-learning and social entrepreneurship. Graded student journals and final exams, as well as arranged for guest speakers and site visits. Enrollment: 23 graduate students from Hainan, China, from MPA Program.
- Summer 2007* *University of Utah, Service-Learning Assistant, “Nonprofit Sector & Organizations”*
Teaching assistant in Master of Public Administration Program with Dr. J. Stephen Ott. Graded student service-learning journals and helped place students in community organizations. Enrollment: Approximately 15 graduate students from MPA and 10 undergraduate students from Political Science.
- Summer 2004* *University of Utah, Service-Learning Assistant, “Managing Human & Fiscal Capital in Nonprofits”*
Teaching assistant in Master of Public Administration Program with Dr. Nancy Basinger. Co-designed service-learning project and served as liaison between faculty member and community partner. Graded student service-learning journals and gave feedback to students on service-learning project. Enrollment: 15 graduate students from MPA.

RESEARCH & TEACHING INTERESTS

Nonprofit Organizations & Governance	Service-learning & Community Engagement
Organizational Theory & Behavior	Community & School Partnerships
Leadership Theory	Higher Education Governance
Media & Public Relations	Student Athlete Support Services
Human Resource Management	Program Evaluation

SCHOLARSHIP

Refereed Journal Articles

Ott, J.S., Simon, C.A., & Yack, M. (2013). The University of Utah MPA Program’s Relationships with Nonprofit Organizations. *Journal of Public Affairs Education*, (Vol. 19, No. 2).

Refereed Paper Presentations

Basinger, N. & Yack, M. (forthcoming, Nov. 2013). Understanding Nonprofit Capacity in Service-Learning: Helping faculty build successful partnerships. Paper being presented at International Association for Research on Service Learning and Community Engagement Annual Conference.

Ott, J.S., Simon, C.A., & Yack, M. (2011). The University of Utah MPA Program’s Relationships with Nonprofit Organizations. Paper presented at National Association of Public Affairs Administrators Annual Conference.

Ott, J.S., Simon, C.A., & Yack, M. (2011). Contextualizing the MPA Learning Experience: Concepts and Practices from Experience with Executive MPA Students from China and the United Arab Emirates. Paper presented at National Association of Public Affairs Administrators Annual Conference.

Academic Poster Presentations

Yack Hall, M. (2012). Tri-Model Partnerships: Headache or Sustainability Factor? Poster presented at

the International Association for Research on Service Learning and Community Engagement Annual Conference.

GRANTS & AWARDS

- 2011 Connecting Campuses with Communities Research Participant: IUPUI and Indiana Campus Compact Conference.
- 2010 David L. Clark National Graduate Student Research Seminar Participant: American Educational Research Association Conference.
- 2010 Lowell Bennion Service Center Civic Engagement Research Grant, \$1,500.

PROFESSIONAL PRESENTATIONS

- 2013 Public and Media Relations Introduction for Cities and Towns. Presenter at Utah Municipal Clerks Conference.
- 2012 Millennial Matter, What's With Today's Volunteers. Panelist for Utah Nonprofits Association Annual Conference.
- 2012 Setting the State: From the Community Partner Perspective Understanding Trends in Service-Learning and Co-Curricular Opportunities. Co-Developed for Utah Campus Compact Faculty Retreat.
- 2012 Semantics around Engagement. Presenter at Utah Campus Compact Annual Conference.
- 2010 Service-learning Projects & Partnerships. Panelist for Utah Nonprofits Association Annual Conference.
- 2010 What is Service-Learning & How Can I Use Service-Learners? Presenter for Utah Commission on Volunteers Annual Conference.
- 2009 Social Media and U. Presenter at University of Utah Graduate Advisor's Association Meeting.
- 2009 American Media and Public Relations. Presented to Hainan Provincial Government representatives visiting the United States for three weeks of professional training.

PROFESSIONAL MEMBERSHIPS

American Educational Research Association, past member
Association for the Study of Higher Education
Association for Research on Nonprofit Organization and Voluntary Action, past member
International Association for Research on Service Learning and Community Engagement



Board Appointment Approval

Jennifer Wilson
Mayor

Erin Litvack
Deputy Mayor, County
Services

Darrin Casper
Deputy Mayor, Finance
& Administration

Catherine Kanter
Deputy Mayor, Regional
Operations

On the 8th day of October 2019 the Salt Lake County Council consents to the appointment of Ms. Melissa Hall as an Alternate member on the *Salt Lake County Career Service Council*.

Ms. Hall previously served as a full member on this Council. Her first, one-year term as an Alternate member began October 1, 2019 and will end September 30, 2020.

Salt Lake County Council

Councilman Richard Snelgrove
Chair, Salt Lake County Council

Attest:

Sherrie Swensen, County Clerk

Please instruct the Council Clerk to return this form to Anna Vukin-Chow in the Mayor's Office, N2- 100 to process this appointment.