

# DARREN JAMES JOHNSON

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## EDUCATION

**Baruch College**, New York, NY

*National Urban Fellow, Class of 2014*

*Master of Public Administration, July 2014*

**St. John's University**, Jamaica, NY

*Master of School Building Leadership, 2011*

**Boston College**, Chestnut Hill, MA

*Bachelor of Arts in Communications & Education, 2002*

*Master of Education in Elementary Education, Donovan Scholar, 2003*

## EXPERIENCE

**Twinn Palm International, Inc.**, Philadelphia, PA

March 2018 - Present

### **Resident Assistant**

- Supervision of Residence students from beginning of shift until relieved by the next Resident Assistant on duty for Saturdays and Sundays.
- Complete daily logs and shift reports, and conduct wake-up calls for weekend brunch.
- Ensure resident students are properly following Residence policies and procedures.
- Assist with supervising students during study times and meals, chaperoning student activities and trips, and assisting the Resident Coordinator and full-time Resident Assistants with office duties.

**Main Street Elementary/Chester Upland School District**, Chester-Upland, PA

March 2017 – Present

### **Pre-K – 5 Teacher/Coach**

- District middle school basketball coach
- Scheduled and planned field trips and other miscellaneous administrative duties as support staff
- 5th grade leave replacement at Chester Upland School of The Arts for 2016-2017 school year

**Charter School Services (CHSS, Inc.)**, Philadelphia, PA

March 2016 – March 2017

### **Recruiting Manager**

- Recruiting activities quadrupled from the previous year
- Established a presence at traditional job fairs; obtaining 15-20 qualified candidates per fair
- Established a presence with over 25 colleges/universities and their offices to attract students and alumni
- Worked with departments' of labor career centers and job coaches from various organizations and missions to attract candidates
- Expanded our reach to places of worship, community centers and affinity organizations to target candidates
- Created an advertising campaign through multiple channels: television commercial, radio spots, and social media
- Promoted our referral program as a way to reward unqualified candidates to attract our target demographics
- Involved in activities: screening, interviewing and reference and background checks during the hiring process

**CHSS, Inc./YES Philly**, Philadelphia, PA

June 2016 – August 2016

### **Math Teacher**

**CHSS, Inc./Olney Charter High School**, Philadelphia, PA

March 2016 – June 2016

### **Math Teacher**

**Queen of the Rosary**, Brooklyn, NY

August 2012 – June 2013

### **Social Studies Teacher**

**Magic Carpet Day Camp**, Queens, NY

July 2010– June 2013

### **Camp Director/Administrator**

**Williamsburg Charter High School**, Brooklyn, NY

August 2010– June 2012

### **Technology Teacher**

**CCS Montessori**, Queens, NY

August 2009 – August 2010

### **Administrative Intern**

<b>New York Junior Tennis League</b> , Queens, NY <i>Assistant Site Director</i>	August 2008 – August 2009
<b>The Facing History High School</b> , New York, NY <i>Administrative Internship</i>	October 2007 – June 2009
<b>The Ronald E. McNair School</b> , Queens, NY <i>Math/Physical Education Teacher/Administrative Intern</i>	August 2008 – June 2009
<b>The Academy of the Arts</b> , Bronx, NY <i>Science/Physical Education Coordinator</i>	September 2004 – June 2008
<b>Arturo Toscanini Middle School</b> , Bronx, NY <i>Physical Education Teacher</i>	September 2003 – June 2004

## HONORS AND AWARDS

<b>Pennsylvania Statewide After-school Youth Development Network (PSAYDN)</b> <i>Ambassador</i>	January 2016 – January 2017
<b>National Urban Fellows, Inc</b> , New York, NY <i>Fellow</i>	June 2013 – July 2014
<b>Harvard University Graduate School of Education</b> , Cambridge, MA <i>Summer Institute: Urban Education &amp; Charter Schools</i>	Summer 2008
<b>Fordham University</b> , Bronx, NY <i>R2D2 Technology Grant</i>	August 2006 – August 2007
<b>National Endowment for the Humanities</b> , Philadelphia, PA <i>Fellowship, Library Company of Philadelphia Summer Institute</i>	Summer 2006
<b>Teachers Network Leadership Institute</b> , New York, NY <i>MetLife Leadership Fellow</i>	September 2005 – June 2006

## GOVERNMENT EXPERIENCE

<b>The City of Philadelphia, The Office of the Managing Director (MDO)</b> , Philadelphia, PA <i>Assistant Managing Director</i>	August 2014 – January 2016
<ul style="list-style-type: none"> <li>Principal instructor for Center of Excellence (ILT) City-wide training offered through the MDO; helped increase training hours to an estimated 3000 hours since the unit's creation and a 34% increase in unique attendee</li> <li>Trained 95% of all administrative departmental users for 311's Salesforce City-wide CRM implementation; Participated in the writing, editing and revision process of training materials with UNISYS technical writer (6 – 8 weeks), and created manuals for 2 – 3 audiences</li> <li>Researched and evaluated (6 months; concurrently), and issued an RFP (12/2015) for a City-wide learning management systems (LMS); reduced projected annual spending by ~\$250K to (\$80K – \$150K); Project manager for the LMS; Content RFP estimated to be released in 4 – 6 weeks (2/2016)</li> <li>Developed a City-wide e Learning Strategy; Researched, evaluated and solicited proposals for City-wide accreditation for professional development (ILT &amp; on-line) based on international organizations and their standards</li> <li>Researched and evaluated state, federal, and quasi-governmental agencies' online training and learning networks; acquired memorandum of understanding (MOU)/inter agency agreement to acquire potentially</li> <li>&gt;500 – 1000 free various subject matter courses valued at least ~\$30,000 to \$500,000 Board member of Millennial Recruitment Board created by the Managing Director Handled administrative functions that supported the Center of Excellence</li> </ul>	

**National Urban Fellow**

- Company no longer has a 5 people/per day deficit but a surplus of talent
- Observed and participated in community, department and executive level meetings
- Researched various topics in the areas of criminal justice, on-boarding, public – private partnerships, AmeriCorps programs, education, and human resources
- Developed recruitment plan for various departments and agencies to recruit new talent
- Responsible for resume review and, contact and screening of candidates for hard-to-fill senior MDO position
- Working with the Philadelphia Police Department (PPD) on various recruitment strategies and to increase effectiveness, capacity and funding of the PPD Explorer Cadets program Worked with the Philadelphia Fire Department on various recruitment strategies and researched EMT and paramedic training programs to help build Emergency Medical Services capacity
- Served as administrative support to the Philadelphia Youth Violence Reduction Plan, collaborative funded by the U.S. Department of Justice Programs to reduce youth violence in the city
- Met with other municipalities and school districts to learn about best practices
- Visited the Los Angeles Police Department and met with the Chief of Police Operations and visited their youth cadet academy
- Developing employee on-boarding strategy and toolkit which includes new employee handbook, PowerPoint presentation, and welcome video
- Participation in the Mayor's Commission on African-American Males