

RON'S PROFESSIONAL EXPERIENCE

1967 - 2007

CURTIS INSTITUTE OF MUSIC, Philadelphia, PA

1989-2007

This world-class conservatory educates and trains exceptionally gifted young musicians for careers as performing artists at the highest professional level. With an international student body of 165, its graduates are among the world's most renowned classical musicians.

Vice President, Finance and Administration

Responsible for long-range financial planning including fundraising programs. Developed and managed annual \$10 million operating budget and variable capital budgets. Supervised financial and administrative services including business office functions, personnel support services for 80 part-time faculty and 50 full-time staff, physical plant maintenance and security, legal and audit coordination, and associated support services. Supervised development office for several years.

Supervised student programs including housing, and delivery of physical and psychological health services. Developed policies and procedures for student financial assistance and chaired awards committee.

Developed agendas, maintained official records and provided staff support for the Institute's 38-member Board of Trustees and 10 standing committees.

Developed agendas, maintained official records and provided staff support for the associated Mary Louise Curtis Bok Foundation which had responsibility for establishing guidelines for the investment of the combined endowments of \$165 million, selection of investment advisors and of investment managers.

INSTITUTE OF INTERNATIONAL EDUCATION, New York

1976-1988

The Institute is an international educational not-for-profit corporation with, at that time, seven domestic and seven foreign offices, annual operations of \$110 million and 325 staff. It administers educational exchange, technical assistance, information and counseling programs under contract with domestic and foreign governments, foundations, corporations and international lending agencies and with funds provided by donors.

Vice President for International and Regional Services

1985-1988

Following appointment of new President in 1985, undertook a series of special assignments to strengthen different programmatic and organizational elements of the Institute while continuing to provide staff support to the Board and its committees.

Refocused programs, services and local financial support of domestic offices; designed strategies for broadening and deepening public awareness of and philanthropic support for headquarters office in New York.

On behalf of 13 international agricultural research centers in developing countries, enhanced quality and delivery of compensation, group insurance and retirement plans for 1,200 expatriate and third-country national employees; supervised development of investment policies and performance standards, and the selection and supervision of multiple investment managers for domestic and off-shore retirement plans; and revamped international procurement services for client centers.

Vice President for Finance and Administration

1976-1985

Responsible for long-range financial planning; preparation and control of operating and capital budgets; cash management; legal and audit coordination; labor relations; development and daily administration of compensation, classification, benefits and related personnel policies and procedures; facilities utilization and management; data and word processing and related administrative support services. Supervised development office for several years.

Developed Board agenda, maintained official records and provided staff support to the 50 member Board and its multiple committees.

STATE UNIVERSITY OF NEW YORK

1973-1976

Vice President for Finance and Administration, College at New Paltz

Chief administrative and financial officer of 8,000 student, 375 FTE faculty, and 1,000 staff unit of multi-campus public university. Responsible for development and control of annual operating and capital budgets; maintenance of physical plant of 50 buildings on 200 acres; labor relations with five bargaining units; alumni and community relations; and related support services.

HARVARD GRADUATE SCHOOL OF EDUCATION, Cambridge

1967-1973

Associate Dean for Finance, Administration and Development

Responsible for preparation and control of annual operating and capital budgets; non-academic personnel administration; physical plant maintenance; construction of new faculty office and library building; capital and annual giving; publications; development; and related support services. Provided staff support to the Board of Overseers' Visiting Committee.