

# Susan D. Prince

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## PROFESSIONAL HISTORY

- **10/09 – present** – Retired; variety of community volunteer efforts, details below
- **1/05 – 10/09** – Self-employed web designer, *SDP Online Services*. Design and maintain websites for selected clients; maintained Placer County website under contract from 1/05 through 1/06. In April 2006, site won Center for Digital Government award as one of 10 best local government sites for jurisdictions with populations 250,000 to 500,000.
- **7/99 – 12/04** – Public Information Assistant/Web Manager, Placer County Executive Office. Managed 5,000+-page Web site, including overall site management, extensive content development, creation and maintenance; online services development and planning with department managers, staff, technicians, and consultants; write for news releases, and internal and external county publications; provide emergency public information services; perform other duties, as assigned.
- **9/96 – 7/99** – Administrative Aide I & II, Placer County Board of Supervisors. Provided staff support for 5 elected officials including constituent complaint research and resolution, project research, drafted correspondence and speeches; provided staff support for 10 Municipal Advisory Councils (MACs) serving communities from Granite Bay to Colfax; maintained and created new content for Board Web pages; wrote MAC handbook for print and Web publication; developed database tracking and reporting tool for department-wide use for constituent contacts.
- **1/96 – 9/96** – Consultant, public TV governance research projects. Conducted survey of regional public TV general managers, analyzed and wrote report for regional public TV organization; as sub-contractor, conducted sample survey of public TV general managers nationwide, analyzed and contributed to final report for national public TV organization.
- **1/96 – 5/96** – Cashier, computer technician, Chevron Food Mart, Colfax (family business). Ran cash register, did daily accounts, tracked & stocked inventory, cleaned building and equipment; set up and trained managers in transition from manual to computerized daily accounts management.
- **7/95 – 12/95** – TV Programmer/Software Services Specialist, KVIE. Provided technical assistance for computer users; developed materials for and trained station staff in new email program; installed software; created KVIE's first Web site.
- **9/77 – 6/95** – Held positions of increasing responsibility in KVIE public TV programming department, from volunteer intern to Director of Programming. 16 years' experience selecting, purchasing and scheduling programs for station broadcast schedule; meeting FCC and other legal programming regulations; handling viewer editorial, content and scheduling concerns; supervising staff of 5 and occasional volunteers; staff support for community advisory board; managing annual budget of over \$1 million, inventory of thousands of TV programs, large videotape library. Extensive experience as program liaison to station Board of Directors. (Voluntarily left Director of Programming position to work in computer-based new media.)
- **1973 – 1975** – Taught grade school part-time and substitute-taught high school in U.S. Dept. of Defense public school for U.S.A.F. dependents in Belgium and The Netherlands.
- **1971/72** – Taught high school English and social studies part-time, San Mateo School District, while attending graduate school.

## EDUCATION

- 1971 B.A., history, *cum laude*, Stanford University
- 1972 M.A., education, Stanford University; member, Pi Lambda Theta honor society

- 1976 – 1978 – Completed course work (4.0) for M.A. in communications studies at CSU, Sacramento; did not complete thesis or take degree.
- 1979 – 1980 – Further graduate work in accounting & marketing at CSU, Sacramento business school
- Certificate holder, 7/84, Corporation for Public Broadcasting (CPB) Mid-Management Training Program; Certificate holder, 2/95, CPB Advanced Strategic Management Program
- Placer County Executive Leadership Program graduate, Spring 2003
- CSTI Crisis Communication & The Media course, Winter 2003

## **PROFESSIONAL ACTIVITIES**

- 2002-2004 Placer County Alternate Member, Local Emergency Planning Agency, California Region IV

### **National Organizations, positions held 1988 to 1995:**

- PBS - *PBS Express* Advisory Group; National Program Service Advisory Committee; Fundraising Program Advisory Committee
- Public TV Programmers Association Board of Directors
- American Documentary/ *P.O.V.* Editorial Board
- *MacNeil/Lehrer NewsHour* Advisory Committee
- National Latino Communications Consortium Program Advisory Committee
- Native American Public Broadcasting Consortium grants panel
- CPB Technology Task Force; Program Fund grant awards evaluation panel
- Interregional Program Service Advisory Committee

### **Regional organizations, positions held 1991 to 1995:**

Pacific Mountain Network (PMN) Board of Directors Executive Council; Program Committee

### **Local organizations, positions held 1980 to 1994:**

- Sacramento Valley Broadcasters' Association active member, former treasurer
- Davis Community (computer) Network committee member (1993/94)

## **COMMUNITY ACTIVITIES**

- Member, 2007-2008 Placer County Grand Jury; chair, Editorial Committee
- 2005/2006 President, Dutch Flat Community Center; also held positions as secretary and treasurer; board member 7 years; Editor, quarterly *Community* newspaper, May 2006 – present
- Member, Placer County CSA 28, Zone 27 Advisory Committee, 3/01 – 12/06
- Web manager for Dutch Flat Community Center (1995 – present), Foothill Fibers Guild (2007 – present), Friends of Auburn Library (2005 – 2009), Grouse Ridge Lookout Restoration Project (2011), North Fork American River Alliance (2004 – present)
- Volunteer work of various sorts for 30+ years for organizations including Capital Public Radio stations KXPR and KXPR; public TV station KVIE; Stanford University; National Forest Service and Federal Bureau of Land Management (Sierra Club service trips); Stanford History Dept. "Experience by Degrees" career development program; Sacramento ACLU; Golden Drift Historical Museum, Dutch Flat; Planned Parenthood Mar Monte; Sierra Foothills AIDS Foundation; various local & national political campaigns; Davis Community (computer) Network, Net at 2 Rivers (Sacramento community computer network), Colfax High School Falcon Foundation