

Angela Cleveland, PMP, CSM, M.S.Ed., M.Ed., MA

- ✓ Project Management, Agile, Scrum
- ✓ Foster High-Performing Teams
- ✓ Government Contracting
- ✓ Operations
- ✓ International Development
- ✓ EdTech
- ✓ Education
- ✓ Published Author
- ✓ Public speaking and Training



[linkedin.com/in/angelacleveland](https://www.linkedin.com/in/angelacleveland)



twitter.com/AngCleveland



angelacleveland.com

Vistant - MD, Remote

June 2022 - Present

Operations Manager for Providing Development Expertise & Technical Skills (PDEX) (October 2023 - Present)

- Provide regular management and operational support to contract staff, ensuring clear role definition, goal alignment, timely task execution, and adherence to quality and performance standards.
- Initiate and conduct introductory and annual performance appraisals, collaborate with USAID Points of Contact, and lead performance management meetings, including goal setting, quarterly check-ins, and annual reviews.
- Approve timesheets, comp time, travel requests, and invoices; coordinate recruitment/onboarding; ensure documentation compliance; and maintain regular communication with USAID POCs.

Innovative Design Community Manager (June 2022 - October 2023)

- Drive projects from initiation to completion using PMO standard methods, tools, and processes for scheduling, task management, issue resolution, and risk mitigation.
- Establish and oversee strategic partnerships with federal agencies (USAID, BHA) and regional subcontractors.
- Spearhead the design and implementation of international development programs with a \$30M budget.
- Define contract requirements, ensuring contractors deliver goods and services promptly and with high quality.

University of Colorado, Boulder College of Engineering & Applied Science (remote)

July 2017 - June 2022

Program Director, [Counselors for Computing](#) program at National Center for Women & IT ([NCWIT](#))

- Develop and execute traditional, agile, and hybrid project management workflows using Wrike for nationwide portfolio of in-person, virtual, and hybrid projects with internal and external evaluation to drive success
- Spearhead program cross-functional high-level strategic design with organizational program directors
- Perform risk management to forecast, minimize risks and recommend changes to scope, schedule and costs
- Develop and implement project roadmaps to drive program success and concurrently build OPAs for NCWIT
- Cultivate partnerships and contracting with prominent government, non-profit and corporate clients to increase the influential and meaningful participation of underrepresented groups in CS.

New Jersey School Counselor Association ([NJSCA](#)) - NJ

July 2016 - August 2021

Web Developer and Technology Chair (volunteer)

- Designed, developed NJSCA website, leveraging Google Analytics and provided quarterly status reports

NJ and PA and Public Schools School Counselor, Grades 5 - 12

September 2001 - June 2017

- Demonstrated success of comprehensive school counseling program with a statistically significant increase in student attendance, decrease in discipline referrals, and reduced course failure rate
- Analyzed data on program response trends to implement proactive interventions to track success

🏆 **NJ State School Counselor of the Year 2017** from *NJSCA*

EDUCATION

- FAC-COR Level II Certification, November 2022
- Project Mgt Professional (PMP) [PMI](#) February 2022
- [Certified ScrumMaster® \(CSM®\)](#) April 2022
- **University of Pennsylvania**, M.S.Ed., Psychological Services; School Counseling Certificate
- **Rider University**, MA, Organizational Leadership
- **The College of New Jersey**, M.Ed., Instruction
- **William Paterson University**, BA English, Educ.; Humanities Honors; Director of Guidance Cert.

PUBLICATIONS

Tech and Computer Science Books

- [50+ Tech Tools for School Counselors: How to be More Engaging, Efficient, & Effective](#)
- [Coding Capers: Luci and the Missing Robot](#)

Articles

- **USA Today** [Leading Women in STEM & the Role of Counselors](#)
- **EDUTOPIA** [3 Surprising Skills Counselors Need](#)
- **CSTA Voice** [Counselors Prepare Students for 21st Century Computational Thinking Skills](#)