

## **June A. West**

Darden Graduate School of Business  
University of Virginia  
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### **Professional Experience**

University of Virginia, Charlottesville, Virginia 1997-present

#### **Assistant Professor of Business Administration, Darden Graduate School of Business**

Teach oral, written and visual communication in year-long required course for first-year MBA students. Fall semester, focus on argument, genres of business communication, and “translating “ across communication boundaries in business; spring semester, on group communication and corporate communication, including corporate image and identity, investor relations, and crisis management. Used new video and computer technologies to augment course design, content, and delivery.

Seton Hall University, South Orange, New Jersey 1994-1997

#### **Assistant Professor, Master of Arts in Public and Corporate Communication**

Tenure-track faculty appointment in Department of Communication's graduate program in corporate communication. Courses taught include Organizational Communication, Managerial Writing, Persuasion and Leadership, Effective Speaking, Interpersonal Communication; Communication Research and Corporate Relations Management. Responsibilities include development of new courses; supervision of master's theses; initiation and maintenance of corporate contacts for fundraising and consulting; development of marketing strategies and design of admission and promotional brochures.

New York University, New York, New York

1993-1994

**Adjunct Assistant Professor, Leonard Stern Graduate School of  
Business, Management Communication Program**

Adjunct faculty appointment in Management Communication Program. Courses taught include Advanced Managerial Communication. Served on committee to design, implement, and evaluate newly instituted core curriculum.

Lehigh University, Bethlehem, Pennsylvania

1980-1992

**Acting Director, The Philip Rauch Center for Business Communication**

Academic administrative position with responsibility for direction of the Center for Business Communication. Duties included administration of Center programs; taught undergraduate and graduate courses in business communication; directed college-wide Business Writing Requirement Program which included design of faculty development programs; managed earned income from Center endowment; directed Corporate Communication Intern Program; coordinated Executive in Residence Program; and supervised part-time faculty and staff personnel.

Associate Director (1987-1992)

Director of the Managerial Communication Program (1984-1987)

Adjunct Lecturer in Management (1981-1984)

Research Editor, Office of Vice President for Research (1980-83)

The Martha Holden Jennings Foundation, Cleveland, Ohio

1976-1980

**Senior Editor**

Wrote and produced all Foundation publications; served as program evaluator for funded grants; served as member of dissemination committee for the Study of Schooling and as a principal editor and writer for John Goodlad, project director, and the study documents published by McGraw-Hill.

The Cleveland Health Education Museum, Cleveland, Ohio

1975-1976

**Assistant Director of Development**

Developed and promoted support for the Museum through writing grant proposals and solicitation letters to funding agencies; responsible for all public relations activities including writing and producing Museum publications, press releases and public service announcements for both radio and television. Responsible for innovative programs such as a summer camp at the Cleveland Clinic for youth interested in health careers.

**Editor, Center for Business and Economic Research**

Produced Tennessee Survey of Business, a University magazine published six times yearly; edited faculty professional papers and technical monographs; responsible for all public relations and publicity for the College of Business and Economics.

The Country Day School, Knoxville, Tennessee

1972-1973

**Fifth grade teacher**

Taught English and Reading to fourth, fifth, and sixth grade students and served as homeroom teacher for the fifth grade.

**Education**

Ed.D. - Leadership, Instruction, Technology

Lehigh University, Graduate School of Education (1994)

Dissertation: "A Comparative Analysis of Selected

On-Campus and External Graduate Engineering Degree Programs"

M.Ed. - Administration and Supervision; specialty in School Public Relations

Kent State University, Graduate School of Education (1977)

B.S. Ed. - English Education

The University of Tennessee, Knoxville (1972)

**Management Consulting Experience**

AT&T, Basking Ridge, New Jersey

Bahrain Institute of Banking & Finance, State of Bahrain

Binney & Smith, a division of Hallmark Cards, Easton, PA

Capital Blue Cross and Blue Shield, Allentown, PA

Digital Equipment Corporation, Allentown, PA

Good Shepherd Rehabilitation Hospital, Allentown, PA

IBM, Endicott, NY

IEDC, Bled School of Management, Bled, Slovenia

Lehigh University: Office of Alumni Affairs; Office of

Development; Office of Admissions; Air Force ROTC;

Office of Vice President for Administration and

Treasurer; Manufacturing Systems Engineering Program

Occidental Chemical Company, Dallas, Texas  
Pennsylvania Power and Light, Allentown, PA  
United Technologies Corporation, Hartford, CT  
The Wood Company, Allentown

### **Professional Presentations**

"Distance Learning: What is It and What Impact Will it Have on Management Communication?" presentation at the Southeast Regional Conference of the Association for Business Communication, April 1996.

"A Comparative Analysis of Selected On-Campus and External Graduate Engineering Degree Programs," presentation at the Annual Conference of the Association of Adult and Continuing Education, November 1995.

"Managing Communication Quality in the 90's," invited speaker, Executive Women International, April 1992.

"Overcoming Barriers to Upward Mobility," presentation at the Gender in Academe: Who Cares? November, 1991.

"Stranger in a Strange Land: Tales from a B-school WAC Director," presentation at the Writing Program Administrators Conference, July, 1991.

"The Role of Academia," invited speaker, Cultural Aspects of International Trade: Building Strong Cross-Border Relationships, sponsored by INLINGUA and the International Trade Development Program, Lehigh University, May 1991.

"Effective Presentations and Power Writing for Non-Literary Engineers," invited speech to the Society of Women Engineers, April 1991.

"Integrating Managerial Communications in the Graduate Management Curriculum," presentation at the Association for Business Communication, April 1987.

"Teaching and Evaluating Oral Communication," presentation at the Eastern Regional Meeting of the American Business Communication Association, April, 1984.

"Teaching for Our Audience: Business Communication for Undergraduate and Graduate Students," presented at the American Business Communication Association annual meeting, April 1983.

"The Foundation Mystique," invited speaker to foundation grants workshop for Community College presidents sponsored by Reading Area Community College and the Pennsylvania Commission for Community Colleges, 1982.

"How to Write Winning Proposals," Northampton County Area Community College, Bethlehem, PA, 1981.

"Funding Educational Projects Through Foundations," invited speaker for the Lillian Hinds Council of the International Reading Association, Cleveland State University, 1980.

"Martha Holden Jennings Grants," invited speaker for the Ohio Educational Library/Media Association Annual Conference, Cincinnati, Ohio, 1978.

"Teacher Grant Writing," Lake County Board of Education, in-service training for teachers, Painesville, Ohio 1978.

### **Professional Associations**

American Association of Business Communicators  
American Management Association  
Association of Adult and Continuing Education  
Association of Training and Development  
Council of Writing Program Administrators  
International Association of Business Communicators