

# Jennifer L. Thornhill, Ph.D.

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## EDUCATION

### George Mason University

Ph.D. Environmental Science and Policy, May 2014

### The University of Oklahoma

M.S. Degree, Psychology/Animal Behavior

Minor: Zoology

### Truman State University

B.A. Degree, English Literature; Minors in Photography and French

## CURRENT POSITIONS

### Institute for Applied Ecology

May 2018 – Present

#### Fiscal Administrator for Grants and Contracts

- Responsible for oversight and implementation of accounting activities
- Prepare and submit financial and performance reports to funders

### George Mason University

#### Affiliate Professor

November 2014 - Present

#### Department of Environmental Science and Policy

- Conduct original, independent research on environmental science, policy and communication.
- Serve as a mentor for current undergraduate and graduate students in the GMU Department of Environmental Science and Policy.

## PREVIOUS POSITIONS

### The National Science Foundation

#### Program Analyst

November 2015 – May 2016

Office of Budget, Finance and Administration, Budget Division

- Oversaw and coordinated the formulation, justification, and analysis of the \$1.30 billion FY 2017 Congressional budget request for the Foundation's Geosciences Directorate.
- Served as an advisor on budget related matters including policy formulation and program development.

### The National Science Foundation

#### Directorate Budget Officer (Acting)

June 2014- October 2015

- Oversaw and coordinated the preparation and analysis of the FY 2016 Office of Management and Budget (OMB) and Congressional budget requests.
- In collaboration with Directorate Senior Management, developed current and operating plans for the \$272 million FY 2015 Budget for the Directorate.
- Successfully managed the close-out of the \$256 million FY 2014 budget for the Directorate.

- Served as a member of 12-person Directorate senior leadership team focused on addressing strategic goals and budget issues.
- Served as an advisor on budget related matters including policy formulation and program development.

**National Science Foundation**

**Science Analyst**

August 2010 – August 2013

February 2014 – June 2014

- Co-Chaired the Foundation-wide Communications Working Group for the Science, Engineering and Education for Sustainability (SEES) program. Managed outreach projects to engage internal and external stakeholders.
- Served as the Contracting Officer's Representative (COR) on two contracts.
- From January 2010 until December 2012, served as the Executive Secretary of the National Science and Technology Council's Science of Science Policy Interagency Working Group.
- Co-launched and served as the project manager for the Directorate Distinguished Lecture Series. Planned and facilitated 37 lectures.

**National Science Foundation**

**Science Analyst (Detail)**

August 2013 – February 2014

Employee Relations Branch, Division of Human Resource Development

- Oversaw the planning and execution of the 2013 Agency-wide Director's Awards Ceremony.
- Researched and examined best practices related to employee outreach, recognition and awards.
- Developed written and oral communications related to recognition and award activities and events.
- Served on the Agency Incentive Award Revitalization Team (IART), a team appointed by the NSF Director to research current best practices for rewarding and engaging employees, and redesign the Agency Incentive Award system.

**National Science Foundation**

**Staff Advisor for Budget and Performance Assessment**

February 2008- August 2009

Budget Division

- Analyzed Agency Performance Highlights. Reported on patterns and trends related to the results of agency funding.
- Staffed the Advisory Committee for GPRA Performance Assessment. Prepared materials to facilitate the committee's assessment of the impacts of NSF funding. Coordinated selection of committee members, developed materials, led planning meetings and orientation sessions, and collaborated with committee chairs to edit the final committee report.

**OTHER PROFESSIONAL EXPERIENCE**

**George Mason University**

2008-2014

**Doctoral Student**, Department of Environmental Science and Policy

- Conducted independent research on environmental science, policy, communications and decision making. Also conducted research on the role of collaboration and outreach in the use and acceptance of scientific information.
- Developed relationships and collaborated with federal and state government employees, state legislators, staff at NGOs and academic researchers to collect research information.
- Presented research at national and international professional meetings.

**National Science Foundation**

2004-2010

**Science Assistant**

Office of the Assistant Director, Social, Behavioral, and Economic Sciences (SBE/OAD)

- Supported grant programs. Activities included identifying proposal reviewers, managing review panel activities, writing proposal review and funding documents, preparing documents for Committee of Visitors review, and organizing and participating in site visits of potential and current awardees.
- Co-Chaired the Directorate Communications Committee.

**Northern Virginia Community College**

2003-2004

**Research Analyst**, Office of Institutional Research

- Conducted quantitative and qualitative research on topics in higher education by compiling and analyzing data, and writing and editing research reports, including the Northern Virginia Community College 10-year strategic vision document.
- Extracted data for research projects from a large database using software programs, e.g., SAS, SPSS.

**The University of Oklahoma**

2001

**Instructor for Experimental Psychology**, Department of Psychology

- Taught experimental design to undergraduates: hypothesis formulation, experimental methodology, data analysis, and development of professional research.
- Prepared lectures, performed evaluations and graded student projects and exams.
- Independently managed classroom activities and dynamically adapted to student needs.

**AWARDS AND HONORS**

- George Mason University, Department of Environmental Science and Policy Best Dissertation, 2014
- National Science Foundation Annual Performance Rating of Outstanding, 2004 - 2016
- Gloria Barron Wilderness Society Scholarship, 2012
- Friends of the National Zoo Grant, 2003
- University of Oklahoma Graduate Student Senate Travel Grant, 2002
- University of Oklahoma Graduate Student Research Poster Session Best Poster - Social Sciences Category, 2002
- University of Oklahoma Research Assistant Grant, 2000-2002

**PROFESSIONAL DEVELOPMENT ACTIVITIES**

**National Science Foundation Facilitator Training Program**

January 2014 – May 2016

Participating in a training program to become a trained facilitator

**George Mason Journal of Graduate Research**

March 2013-May 2014

Served as one of seven peer-review committee members.

**Society for Conservation Biology DC Chapter**

May 2013 – December 2013

Relaunched a dormant chapter of the Society for Conservation Biology

**National Council on Science and the Environment Annual Meeting**

January 2010

Developed and led a workshop, *Greening Your Organization -- The Unique Challenge of Greening Your Non-Profit*

- GMU Graduate Student Professional Development Seminar** November 2008 – May 2009  
Co-organized a seminar series to help students develop professional skills including conflict management, collaboration, and fiscal management
- Society for Conservation Biology DC Chapter – Envir’ On Tap** 2008 - 2010  
Developed and implemented a quarterly seminar to discuss current “hot topics” in Conservation Science
- Society for Conservation Biology Annual Meeting** July 2008  
Developed and organized a two-day workshop, *Capacity Building for SCB Chapters: Empowering Environmental Problem-Solving*.
- Smithsonian Conservation Biology Institute** 2006  
Completed a 40-hour course in Spatial Ecology, Geospatial Analysis, and Remote Sensing for Conservation
- The Smithsonian Institution’s National Zoological Park** January 2003 – June 2004  
*Animal Behavior Research Intern, Bird House*
- Seney National Wildlife Refuge** Summer 2002  
*Field Researcher*

#### VOLUNTEER ACTIVITIES

- Corvallis Community Children’s Centers Board of Directors**  
Treasurer 2017 - Present
- Society for Conservation Biology**  
SCB Ecological Footprint Committee, 2008-2014
- Society for Conservation Biology – DC Chapter Board of Directors**  
Past President - 2013 – 2014  
Past President - 2009 – 2010  
President – 2008- 2009  
Chief Financial Officer –2007 to 2008
- Truman State University Mid-Atlantic Alumni Association Board of Directors**  
Treasurer – 2005 - 2009
- The Smithsonian Institution’s National Zoological Park**  
Spectacled bear foraging study Data Collector - 2003 – 2004