

Katherine Durben

3539 Howell Oaks Drive · Waukesha, WI 53188 · (414) 550-8598
Katherine.durben@marquette.edu

QUALIFICATION SUMMARY

- Over 25 years of experience in extramural funding and grant administration
- Exceptional interpersonal and communication skills
- Proven ability to build rapport and relationships on campus and in the community

PROFESSIONAL EXPERIENCE

Marquette University, Milwaukee, WI

1996 to present

Executive Director, Office of Research and Sponsored Programs (2012-present)

- Principal Investigator, National Science Foundation GRANTED award #2426787, *MU Postaward Optimization for Strategic Transformation (MU POST)*, \$1,167,919, 9/15/24 – 8/31/28.
- Provide institutional leadership in securing and developing infrastructure to manage extramural funding. Experienced an increase of 75% in total annual award dollars between FY19-FY24.
- Negotiate agreements and assure compliance with regulations and contract terms.
- Partner to implement research-related components of the university's current and past strategic plan.
- Support the development of complex, collaborative proposals.
- Meet with representatives from University Advancement and other units on a regular basis to discuss funding strategies and coordinate efforts.
- Revise/develop institutional policies and processes that impact sponsored projects.
- Interpret and participate in operationalizing responses to mandates from governmental agencies (e.g., Responsible Conduct of Research, Data Management Plan, Conflict of Interest).
- Lead a team of twelve staff, realizing a 50% increase in staffing over a 10-year period.
- Worked as a part of a team to secure the university's first Carnegie Classification on Community Engagement.
- Led the university through the selection and implementation of a new electronic enterprise grant management system.
- Knowledgeable about the University's technology transfer policies and activities.

Director of Project Planning and Development (2000-2012)

Assistant Director of Project Planning and Development (1998-2000)

Proposal Specialist (1996-1998)

Lutheran Social Services of Wisconsin and Upper Michigan, Milwaukee, WI 1992-1996

Director of Older Adult Services (June, 1994 to June, 1996)

Communications Specialist (January, 1993 to June, 1996)

Planning Analyst (June, 1992 to January, 1993)

Special Projects Assistant (January, 1992 to June, 1992)

- Supervised five staff directly and thirty staff indirectly throughout a five county region.
- Developed, negotiated and managed budgets totaling more than a half million dollars.
- Increased ongoing revenue for program support by more than \$800,000 over a four year period through the submission of grants and proposals to public and private entities, including foundations, corporations, government agencies, and the United Way.
- Trained management level employees in grant and proposal writing and in other communication procedures.
- Developed promotional materials for the Region, including brochures, press releases, newsletters, resource directories, and external Employee Assistance Program materials.

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- Oversaw various community based services for older adults including day centers, respite programs and case management.

ADDITIONAL RELATED EXPERIENCE

Grant Consultant

Hmong Educational Advancements, Inc.	2005
• Edited and wrote portions of grant proposals	
Milwaukee Innercity Congregations Allied for Hope (MICAH)	1999
• Identified funding sources and developed proposals to local foundations	
David Tucker Consulting, LTC	1998- 2001
• Identified funding sources and performed literature searches	
Camp Indian Sands	1998- 1999
• Identified funding sources and developed proposals to local foundations	
St. Francis Children's Center, Milwaukee, WI	1996
• Wrote grants to various local and state funding sources	

NCURA ACTIVITIES (Select)

- Co-Chair – NCURA Annual Meeting (AM) 67, Washington, DC
- Workshop Co-Presenter, Region IV Spring Meeting (2024-present)
- Discussion Group Co-Presenter, NCURA AM 66 (2024)
- Region IV Site Selection Committee (2023-2025)
- Career Mapping Work Group Leader (2023-2024)
- Nominating and Leadership Development Committee (N&LDC) – (2022-2023)
- Pre-Award Research Administration (PRA) Conference Track Co-Chair – 2020, 2021, 2022
- Mentor, Region IV's Mentoring Our Own (MOO) (2014-2016; 2020)
- Workshop Co-Presenter, Pre-Award Research Administration (PRA) Conference, 2020
- Reviewer for National Travel Awards to 2020 PRA/FRA
- Workshop Track Co-Chair for 2020 NCURA Region III/IV Joint Meeting
- Executive Leadership Program (ELP) Participant – Spring 2019
- Region IV Nominations Committee Chair (2018-2019)
- Region IV Past Chair (2018-2019), Chair (2017-2018), and Chair-Elect (2016-2017)
- Chair, 2017 Region IV Spring Meeting, Madison, WI
- 2015 and 2016 Spring Meeting Program Committee
- Region IV Membership Committee (2014 – 2016; co-chair 2015 - 2016)
- Board Member At-Large, Region IV (2014-2016)
- Co-Chair, 2013 Region IV Spring Meeting, Milwaukee, WI
- Mentor, Predominantly Undergraduate Institution (PUI) Mentoring Program (2011 – 2012)
- Attended/volunteered at numerous Region IV Spring Meetings and NCURA Annual Meetings
- Member, National Council of University Research Administrators (1999-present)

EDUCATION/CREDENTIALS

Master of Social Work
University of Wisconsin - Milwaukee
Emphasis in Administration

Bachelor of Arts
University of Wisconsin - Stevens Point
Major: Sociology, Spanish, and Culture Studies
Semester abroad - Center for International Studies, Madrid, Spain

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Licensure - Certified Advanced Practice Social Worker - State of Wisconsin – Since August, 1993

PROFESSIONAL AFFILIATIONS AND AWARDS

- MD Advocacy Services – Board of Directors (2010-2022; Board President 2010-2022)
- Hope House – Board of Directors (2006 – 2012; Secretary 2006-2012)
- Neighborhood Housing Services-Milwaukee –Board of Directors (2004-2006; Secretary 2005-2006)
- Wisconsin Women in Higher Education Leadership (2000-2005)
- University of Wisconsin – Milwaukee Graduate of the Last Decade (G.O.L.D.) award recipient (1999)
- Alzheimer’s Association of SE Wisconsin Fund Development Committee (1997-2000)
- University of Wisconsin - Milwaukee School of Social Welfare Alumni Board (1995-2000; Secretary/Treasurer - 1996-1997; President - 1997-1999; Vice President 1999-2000)
- University of Wisconsin - Milwaukee Multicultural Mentoring Program (1994-2000)

VOLUNTEER LEADERSHIP EXPERIENCE

- Girl Scouts of America, Wisconsin Southeast - Volunteer (2008-2015)
- Girls Softball Coach/Assistant Coach – Waukesha Department of Parks, Recreation and Forestry (2009 – 2014)
- Boy Scouts of America – Committee Chair, Pack 163 (2008-2011)