

# Carlton E. McLellan, Ph.D.

Email: [carlton@myinternational.org](mailto:carlton@myinternational.org)

---

## SUMMARY OF KEY QUALIFICATIONS

---

- Project director, proposal writer, and researcher with extensive experience designing, managing, or evaluating people-to-people and knowledge exchange projects in Latin America, Sub-Saharan Africa, and the United States
- Designed, implemented, and/or evaluated over 150 short-term international knowledge exchange, training, and capacity-building projects for practitioners, students, and youth participants, and oversaw and evaluated over 250 more projects involving over 100 countries representing multiple professional disciplines and sectors
- Provided senior technical expertise and leadership to various governmental, multilateral, and international nonprofit agencies including: U.S. Department of State; U.S. Agency for International Development (USAID); The World Bank; Academy for Educational Development (AED); FHI 360; and the Institute of International Education (IIE)
- Have led or contributed technical, writing, and proposal team management expertise to successful proposal bids by large and small nonprofit organizations, leading to receipt of over \$90 million (USD) in international project funding
- Excellent technical writer, researcher, and published author focusing on diplomacy and international affairs, knowledge and cultural exchange, exchange as a capacity-building tool, and the international dimensions of higher education

---

## INTERNATIONAL CONSULTANCIES

---

**MY INTERNATIONAL INC., Washington, DC**

**Jan 2007-Present**

***President & CEO, International Nonprofit Consulting Firm***

- Researches, writes, and contributes to project proposals on behalf of, or in partnership with non-governmental/non-profit organizations that serve as partners with federal and/or multilateral donor agencies in the administration of international education, knowledge exchange, training, and capacity-building projects
- Designs and implements short-term education, knowledge exchange, training, and capacity-building projects that involve participation of global professionals, students, and youth in virtually every technical and thematic area
- Assists small and medium sized non-governmental/nonprofit organizations with strategies and development of programs to increase their partnership networks and international exchange portfolios
- Develops global partnerships that help develop capacity of individuals and organizations and increases mutual understanding and cooperation among people and institutions around the world.

**THE WORLD BANK, Washington, DC**

**Apr-June 30, 2015  
(38 day contract)**

***Technical Writer & Knowledge Exchange Expert***

- Contributed to The World Bank Group, Knowledge Exchange Unit's efforts to support and equipping The Bank's country and technical experts with resources and research to connect countries more systematically and effectively through sharing and exchanging knowledge and experiences among peers and partners as a key development priority
- Wrote, reviewed and edited evaluative Result Stories for publication, including mentoring and consulting with senior Task Team Leaders responsible for exchanges, to document the impact of The Bank's knowledge exchange efforts
- Provided technical expertise in design and evaluation of knowledge exchange initiatives supported by The World Bank in partnership with governments and the private sector globally

**FHI 360, Washington, DC**

**Apr 2012-Dec 2014  
(5 assignments; 120 days contracted)**

***Lead Researcher & Technical Report Writer, Sports for Development, Diplomacy, and Peace-Building Landscape Study***

**Aug-Dec 2014 (50 day contract)**

***Lead Researcher & Report Writer, Global Fellowships Landscape Study***

**July-Sept 2013 (35 day contract)**

***Lead Technical Writer, Washington Fellowship for Young African Leaders Proposal***

**June-July 2013 (15 day contract)**

***Lead Technical Writer, English Access Micro-Scholarship Program Proposal***

**Apr-May 2012 (20 day contract)**

- Led a global landscape study designed to provide a broad view of the role, role players, and effectiveness of sport and recreation for development, diplomacy, and peace building (SDDP) and wrote final report
- Led a market research scan, and wrote a comprehensive report on the landscape of U.S. and global undergraduate and graduate fellowship and knowledge exchange programs, as part of FHI360's business development efforts
- Served as lead technical writer of proposal for FHI 360's response to U.S. Department of State Request for Grant Proposals (RfGP) to administer the Washington Fellowship for Young African Leaders

- Lead technical writer for winning proposal for a multi-million cooperative agreement project in response to U.S. Department of State, Bureau of Educational and Cultural Affairs Request for Grant Proposals (RFGP) to administer the English Access Micro Scholarship Program for economically disadvantaged youth across the world

**MERIDIAN INTERNATIONAL CENTER, Washington, DC**

**May-Dec 2012  
(6 assignments; 72 days contracted)**

*Project Director, Freedom of Expression Exchange for Nigeria*

*Project Director, U.S. Elections & U.S.-EU Relations Exchange for European Union* **Sept-Nov 2012 (11 day contract)**

*Project Director, U.S. Election Processes Exchange for Spain* **Sept-Oct 2012 (8 day contract)**

*Project Director, Freedom of Information Act Exchange for Nigeria* **Aug-Sept 2012 (14 day contract)**

*Project Director, Law and Justice for All Exchange for Ethiopia* **June-July 2012 (15 day contract)**

*Proposal Manager/Technical Writer* **May-June 2012 (10 day contract)**

- Designed, led, and managed technical implementation of knowledge exchange projects for participants from multiple countries funded by the U.S. Embassy, Abuja, Nigeria; U.S. Mission to the European Union; U.S. Embassy, Madrid, Spain; U.S. Agency for International Development, Addis Ababa, Ethiopia
- Served as lead technical writer and proposal coordinator for Meridian's submission to the U.S. Department of State, Bureau of Educational and Cultural Affairs' Request for Grant Proposals (RfGP) to administer its international exchange participants' arrivals and departures protocol program

**EXEGESIS CONSULTING, South Africa**

**Jan 2007-June 2008  
(5 assignments; 150 days contracted)**

*Monitoring and Evaluation Expert & Technical Report Writer, Africa Education Initiative*

*Five field-based evaluation and report writing assignments in Washington, DC, USA (Feb - June 2008); South Africa (Oct - Nov 2007); Uganda (May - June 2007); Ethiopia (Mar - Apr 2007); and Zambia (Jan - Feb 2007)*

- Based in South Africa with field work conducted in multiple Sub-Saharan African countries to evaluate, assess, and report on the U.S. Agency for International Development's (USAID's) Africa Education Initiative (AEI) focused on providing more equitable access to quality basic education in marginalized communities
- Conducted desktop research/analysis, in-person interviews, and led focus groups with educational stakeholders concerning developmental issues that impacted the delivery of quality education in specific countries
- Incorporated developmental research and analysis with results of field-based assessments into four country reports and the final Initiative report all assessing various aspects of the Initiative's impacts on achievement of educational development targets, and outlining lessons learned and best practices across Sub-Saharan Africa

**OTHER RELEVANT PROFESSIONAL EXPERIENCE**

**GLOBAL TIES U.S., Washington, DC**

**Oct 2013-Present**

\*formerly National Council for International Visitors or NCIV

*Managing Director*

**Jan 2015-Present**

*Director, Administration & Membership*

**Oct 2013-Dec 2014**

- Serve as member of senior management team guiding and implementing the organization's public diplomacy and international knowledge exchange agenda
- Lead writer and manager for successful proposal submissions to public and private sector funders, leading to receipt of over \$500,000 funds to administer knowledge exchange and professional development exchange programs
- Implement strategic and operational plan for recruitment and retention of 120+ non-profit member organizations, and provide leadership in provision of services, training, and benefits for members in the U.S.A. and abroad
- Oversee grant and sub-grant processes (including staff) including monitoring procedures, managing and evaluating grant submissions and applications, and developing selection criteria for awarding of grants and sub-grants to members
- Manage the overall daily office operations (including staff), negotiate contracts, manage vendor relationships, and supervise and oversee staff responsible for various office operations duties and procedures

**INSTITUTE OF INTERNATIONAL EDUCATION (IIE), Washington, DC**

**Aug 2012-May 2013**

*Senior Manager, Adviser Professional Development, Global EducationUSA Services*

- Managed professional development and training for global network of 500 higher education advisors, as part of the U.S. Department of State supported EducationUSA network (Bureau of Educational and Cultural Affairs)
- Developed knowledge, skills, and attitudes (KSAs) matrix for global network of 500 higher education advisors
- Designed, managed, facilitated and evaluated effective 3-week training and practice seminars and workshops for advisors

**ACADEMY FOR EDUCATIONAL DEVELOPMENT (AED), Washington, DC**

**Jan 2002-Sept 2011**

\*AED was acquired by FHI Development 360 in July 2011

***Deputy Director (Consultant), AED Center for International Exchanges***

**May 2011-Sept 2011**

***Deputy Director, AED Center for International Exchanges***

**Apr 2009-May 2011**

- Oversaw strategic direction and managed daily operations (including staffing) of Center's program activities and cooperative agreement with the U.S. Department of State (DOS) to administer its International Visitor Leadership Program (IVLP), a 70-year old professional development, educational, and knowledge exchange program
- Led the organization and evaluation of knowledge exchange and capacity-building projects for multi-county/multi-discipline participants who were professionals, students, or youth, and impact and assessment reports to federal clients
- Lead technical writer for annual proposal for multi-million dollar U.S. Department of State Cooperative Agreement proposal

***Program Officer, AED Center for International Exchanges***

**June-Dec 2008**

***Program Officer, AED Center for International Exchanges***

**Jan 2002-Jan 2005**

- Managed, monitored, and evaluated knowledge exchange and capacity-building projects for multi-county/multi-discipline participants in various programs such as the U.S. Department of State's International Visitor Leadership Program (IVLP)
- Initiated and managed strategic partnerships with client institutions in government, civil society, and academia to share knowledge with participating practitioners, and ensure progressed toward predefined goals and objectives
- Facilitated orientations for international practitioners from various ethnic, political, and social groups, and articulated their project objectives and their roster of meetings and experiential learning activities, and wrote final reports
- Participated as a technical writer for the Center's annual proposal for its multi-million dollar Cooperative Agreement proposal to the U.S. Department of State to administer its IVLP

**ASSOCIATION FOR INTERNATIONAL PRACTICAL TRAINING, Columbia, Maryland**

**Aug 1999-Aug 2001**

(\*In 2011 AIPT and CDS International merged into *Cultural Vistas*)

***Manager, Business and Strategic Development***

- Cultivated and managed strategic partnerships with U.S. and international client institutions in the development of on-the-job practical training experiences sponsored by the U.S. Department of State
- Assisted with recruitment, selection, and advising of international students, young practitioners, and U.S. and international companies for participation in practical training experience programs

**UNIVERSITY OF PITTSBURGH, Pittsburgh, Pennsylvania**

**Aug 1997-Aug 1999**

***Program Development Assistant, Pittsburgh Council for International Visitors***

- Assisted with the research, conceptualization, and development of international professional and cultural exchange program itineraries, primarily for emerging global leaders participating in the U.S. Information Agency's (now the U.S. Department of State) International Visitor Leadership Program
- Identified and selected local experts, including academics and other university staff, in various professional fields to interact with project participants to help meet individual and project goals
- Developed and managed local cultural and educational excursions for university's international student community and visiting young professionals, faculty, and emerging leaders

---

**RESEARCH EXPERIENCE**

---

***Senior Fellow*, Association for Diplomatic Studies & Training (ADST), Washington, DC, 2015-present**

- Leader research and educational projects focused on the contributions of African/Black Americans to U.S. diplomatic and foreign Affairs, including the Bunche Legacy Project and the American Ambassadors Project

***Research Fellow*, South Africa Ph.D. Study, Academy of Sciences of South Africa, Pretoria, South Africa, 2009**

- Provided research support for the Academy-led study "The PhD Study: An evidence based study on how to meet the demands for high-level skills in an emerging economy" published September 2010

***Postdoctoral Research Fellow*, Office of International Affairs, University of Fort Hare, Alice, South Africa, 2009**

- Conducted research and assisted university leadership with development of strategies to promote global knowledge exchange and coordinated communications across schools, departments, faculty, and staff in this regard

**Doctoral Research Fellow**, Corporate International Relations, University of Pretoria, South Africa, 2005-2007

- Conducted research and reported on internationalization of higher education; and managed university's international scholar and researcher knowledge exchange program, including collection of applications, selection of application reviewers, notification of recipients, and collection of follow-on and evaluation reports

**Doctoral Research Fellow**, Council on Higher Education, Pretoria, South Africa, 2006

- Led a research project on internationalization of higher education as a national policy issue in South Africa

---

## EDUCATION

---

- **Doctorate of Philosophy (Ph.D.)**, *Policy Studies in Education, Thesis-Internationalization and the Pursuit of a Developmental Settlement: The case of a South African university*, University of Pretoria, South Africa, 2008
- **Master of Education (M.Ed.)**, *Administrative and Policy Studies in Education*, International and Development Education specialization, University of Pittsburgh, Pennsylvania, USA, 1999
- **Bachelor of Arts (B.A.)**, *International Studies*, Ohio University, Athens, Ohio, USA, 1997
- **Certificate of Study Abroad**, VENUSA Institute for International Studies, Merida, Venezuela, 1997

---

## SELECT SCHOLARLY PUBLICATIONS

---

- McLellan, C. (2015). "America's Ambassadors of African Descent: A brief history." *The Journal of Pan African Studies*, 8 (1), 60-77.
- McLellan, C. (2011). "International Education Travel and Youth of Color: College is too late!" *Education and Urban Society*, 43 (2), 244 - 265.
- Pillay, V. and McLellan, C. (2010). Diverging on Diversity and Difference: The mask of inclusion. *Perspectives in Education*, 28 (3), 13 - 22.
- McLellan, C. (2009). "Cooperative Policies and African International Students: Do policy spirits match experiences?" *Higher Education Policy*, 22(3), 283 - 302.
- McLellan, C. (2008). "Speaking of Internationalization: An analysis of policy discourses on internationalization of higher education in post-apartheid South African." *Journal of Studies in International Education*, 12(2), 131 - 147.
- Jansen, J., McLellan, C. and Greene, R. (2008). "Internationalization and the Politics of Ambivalence in South African Higher Education" In *Higher Education in Africa: The International Dimension*, Eds. Jane Knight and Damtew Teferra, 387 – 420. Association of African Universities and the Center for International Higher Education, Boston College. Accra, Ghana and Boston, Massachusetts.
- McLellan, C. (2006). "Internationalization as a National Policy Issue in South Africa: A look at the policy context and a way forward." In *The Internationalization of Higher Education in South Africa*, Ed. Roshen K., 179 – 190. International Education Association of South Africa. Durban.

---

## SELECT EDITORIALS AND PROGRAM/EVALUATION REPORTS (Authored or Contributed)

---

- McLellan, C. (2015). "Celebrating the History of Black Ambassadorial Leadership." Association for Diplomatic Studies and Training (ADST). Available at: <http://adst.org/inside-foggy-bottom/celebrating-the-history-of-black-ambassadorial-leadership/>
- McLellan, C. (2014). *The Big Game: A landscape study of sport for development, diplomacy, and peace-building*. A Report commissioned by and written for FHI 360, Washington, DC.
- McLellan, C. (2014). "Celebrating the American Ambassador in Black History." Opinion piece in *Afro-American Newspaper*, Vol. 122, No. 30, March 1.
- McLellan, C. (2013). *Global Academic & Professional Fellowship Programs: A review of the landscape*. A Report commissioned by and written for FHI 360, Washington, DC.
- McLellan, C., Shah, B., and Volfson, J. (2011). "International Exchange! Building capacity through connecting people." A Report for the Academy for Educational Development (AED), Washington, DC.
- Academy of Science of South Africa (ASSAF) (2010). *The PhD Study: An evidence based study on how to meet the demands for high-level skills in an emerging economy*. A Consensus Report. Pretoria, South Africa.
- Exegesis Consulting (2007). *Africa Education Initiative: Innovations to enhance access and quality. Mid-Term Assessment 2002 – 2007*. A report to the U.S. Agency for International Development (USAID). Washington, DC.
- Exegesis Consulting (2007). *Africa Education Initiative: Ethiopia Country Report*. Prepared for, and presented to the U.S. Agency for International Development (USAID). Johannesburg, South Africa.

- Exegesis Consulting (2007). *Africa Education Initiative: Uganda Country Report*. Prepared for, and presented to the U.S. Agency for International Development (USAID). Johannesburg, South Africa.
- Exegesis Consulting (2007). *Africa Education Initiative: Zambia Country Report*. A report prepared for, and presented to the U.S. Agency for International Development (USAID). Johannesburg, South Africa.
- Exegesis Consulting (2007). *Africa Education Initiative: Interim Teacher Training Assessment-Uganda Country Case Study*. A report to U.S. Agency for International Development (USAID). Johannesburg, South Africa.
- McLellan, C. (2007). "A Lesson Plan for Improving Minority Participation in Study Abroad." *Diverse: Issues in Higher Education*, November 2007, 24(19), 31.
- Exegesis Consulting (2006). *Africa Education Initiative: An Interim Assessment of AEI Teacher Training: Looking to the Future*. Prepared for, and presented to the U.S. Agency for International Development (USAID). Johannesburg, South Africa.
- McLellan, C. (2005). "A Plea to Internationalize our Black Youth." *Black Issues in Higher Education*, 22(3), 90.

---

### **SELECT PRESENTATIONS, PANELS, AND TRAININGS FACILITATED**

---

- Have led over 100 orientation sessions for participants in the International Visitor Leadership Program (IVLP) and other short-term educational and knowledge exchange programs, 2002 – Present.
- Panelist, "The International Visitor Leadership Program and Higher Education Institutions: Opportunities for Partnerships," NAFSA Association for International Education Regional Meeting, Dallas, Texas, 2014
- Designed and facilitated three separate, three-week EducationUSA Advisor Training and Knowledge Exchange Program, Washington, DC, 2012 and 2013
- Panelist, "International Career Opportunities", International Education Week, University of Northern Kentucky, 2011

---

### **CURRENT PROFESSIONAL AFFILIATES**

---

- Special Delegate of the President of the International Association for the Exchange of Students for Technical Experience (IAESTE), for IAESTE South Africa Matters (Since 2015)
- Member, Ambassador Club International of Washington, DC (Since 2015)
- Contributing Writer for "African American Ambassadors" section of Blackpast.org (Since 2014)
- Member, Association for Diplomatic Studies and Training (Since 2014)
- Founding Member, National Museum of African American History and Culture (Since 2013)
- Member, Schomburg Center for Study of Black Culture and Life (Since 2011)
- Member, International Education Association of South Africa (Since 2005)
- Member, Kappa Alpha Psi Fraternity, Incorporated (since 1998)