

Elizabeth Caslin
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EDUCATION/ CERTIFICATIONS

Bachelors of Arts, Capital University, Columbus, Ohio (May, 2016)

Ed.D in Leadership, American College of Education (Anticipated Completion: 2028)

Master of Education in Educational Leadership, American College of Education (May, 2022)

State of Ohio Department of Education

1 Year Substitute Multi-Age PK-12 License (Issued 11/11/22)

1 Year Educational Aide Educational Aide Permit (Issued 9/25/22)

Franklin County Domestic Relations and Juvenile Court Training

Restorative Justice Circles Volunteer (Franklinton & Far East Circles)

Harvard University

GSE4x: Introduction to Family Engagement in Education (Certification)

LEAD1x: Exercising Leadership: Foundational Principles (Certification)

American Red Cross: CPR/AED/ First Aide Certification

Teen Outreach Program (TOP) Facilitation Certification

Ruling Our Experiences (ROXS) Facilitation Certification

BUSINESS EXPERIENCE

Coordinator of Urban District Initiatives, January 2026- present

Otterbein University, Office of Admission

- Manages recruitment territories by analyzing data, setting enrollment goals, and building relationships with high schools, students, families, and counselors.
- Leads and coordinates Diversity Recruitment Initiatives, aligning outreach strategies with university enrollment goals and increasing access for underrepresented, urban, and low-income student populations.
- Plans and executes territory-specific and diversity-focused recruitment events, maintaining consistent communication with prospective students, parents, and key stakeholders.
- Supervises and mentors student staff, including Diversity Ambassadors and interns, providing leadership, training, and operational oversight to enhance recruitment efforts.
- Acts as liaison between Enrollment Management, Academic Affairs, and community partners to support recruitment, retention, and student success initiatives.

Regional Center Director, March 2025- January 2026

Sylvan Learning Centers of Central Ohio

- Budget Management ensures all student academic sessions are paid, manages the center's budget and prepares regional financial reports.
- Staff supervision, supporting the Executive Director in hiring, training, evaluating and developing educators
- Analyzing student data to inform instruction and interventions with both parents and educators.
- Manages enrollment inquires, tours and orientations of new students and families.

Program Manager, January 2024- March 2025

Ohio Department of Higher Education- Postsecondary Career and Technical Education

- Conducts research, compiles data and organizes materials for Program Approval
- Assist Institutions with program development, design, and problem solving
- Assist with strategic implementation of the Strengthening the Career and Technical Education for the 21st Century Act (Perkins V) federal grant program and other workforce initiative for Ohio's postsecondary institutions
- Provides technical assistance to all of Ohio Department of Higher Education institutions receiving Perkins V funding including on-site visits and consultations

Administrative Assistant, April 2021- 2024

Ohio Department of Higher Education- Program Approval Department

- Reviews and makes recommendation to Vice President Chancellor regarding the approval of new undergraduate degree programs (Ohio's public, private, community and out of state colleges).
- Serves as an assistant on the Chancellor's Council on Graduate Studies- reviews all graduate degree program (Ohio's public universities).
- Constructs contracts for academic consultants for program reviews and site visits
- Completes institution state-reauthorizations and program deposits
- Manages and schedules meetings for Vice Chancellor
- Reviews and manages student complaints

Educational Assistant, September 2020 – April 2021

Hilliard City Schools- JW Reason Elementary School

- Prepares the classroom for teaching and learning
- Ensures that teaching materials are available and ready for use
- Creating and conducting literacy and mathematical fluency groups
- Provides Substitute coverage for school building and Hilliard City Schools
- Supervises group activities of learners and carry out administrative tasks as required by building Principal.

Site Coordinator, September 2017- July 2020

Communities In Schools (Southwestern City Schools, 2 years and Whitehall City Schools, 1 year.)

- Creating and Implementing academic and non-academic support services and enrichment programs within school building curriculums.
- Tracking and monitoring the enrollment, attendance, academics, discipline records and assessments of case managed students.
- Establishing and maintaining of partnerships and community resources
- Supervising on-going in school interventions and programming
- Assisting school administration in the planning and execution of school-wide and community initiatives.
- Conducting social-emotional learning assessments (DESSA, SEAD & R-360)

- Coordinate all fundraising and grants for school programming

Teaching/ Facilitating – Whitehall-Yearling High School Intervention

- Drug and Alcohol Prevention
- College and Career Readiness
- Academic Recovery
- Stress and Anxiety Intervention
- Anger Management
- Social Skills
- Mentorship

ADDITIONAL EXPERIENCE

2025 Primary Columbus City School Board Candidate, January 2025- present

Columbus City Schools, Columbus, Oh

- **Strategic Leadership:** I have analyzed existing operational frameworks, led cross-functional teams, and implemented improved workflows that significantly enhanced productivity.
- **Fundraising and Development:** I have organized events, crafted key marketing materials, and engaged with major donors, which directly contributed to the organization's expansion of capabilities.
- **Financial Governance:** I have developed new financial governance protocols to streamline budgeting processes.
- **Innovation and Policy Implementation:** Introduced innovative technology solutions to improve board communication and decision-making processes.
- **Community Engagement:** Led efforts to partner with local businesses and non-profits to extend outreach and impact.

Pint Sized Protesters, Board of Directors, November 2024- present

Pint Sized Protesters, Non-Profit Organization, Columbus, Oh

- Advising executives in their planning and decision-making
- Overseeing budgets and ensuring proper funding when significant resources are required
- Monitoring, and making necessary changes to, financial and accounting
- Building and maintaining a strong, lasting, and positive brand identity for the organization with the public

Academic and Facility Alignment Committee, April 2024- present

Columbus City Schools, Columbus, Oh

- Maintains a shared vision of academic excellence
- Responsible for aligning curriculum, staff development, safety and security measures
- Assists in facility planning, management and technology integration in support of the District's goals, guardrails, strategic plan and portrait of a graduate
- Oversees all the District's construction projects within the Facilities Master Plan and makes recommendations to the Columbus Board of Education

Mosaic Education Network, Educational Consultant, August, 2023

Mosaic Education Network, Columbus, Oh

- Provide training for staff and teachers on topics like record keeping, financial management, and data privacy.
- Review record-keeping, internal controls, and financial statements.
- Provide an objective assessment of the school's business and offer insight into how to prepare for the audit.
- Facilitate, collect and report out data from educator focus groups

Education Committee Member, February 2022- present

NAACP-Columbus Branch, Columbus, Oh

- To assist in the bridging of gaps and ensuring that all children get a fulfilling education.
- Addressing systemic racism and poverty as tangible barriers to learning and future achievement.
- Ensures that all students receive access to great teaching, equitable resources, and a safe learning environment from grade school classrooms to college campuses.

Leadership Intern, 2021-2022

Columbus City School District, Arts Impact Middle School

Supervisor: Principal Erica Dotson

- Supported daily school operations and instructional leadership under the guidance of the building Principal.
- Conducted classroom walkthroughs and assisted with staff coaching and feedback
- Facilitated student behavior intervention and contributed to PBIS and restorative practices
- Help coordinate testing, scheduling and school-wide academic initiatives
- Engaged with families, students and staff to promote a positive school culture

TEDx Speaker, October 2021

King-Lincoln Bronzeville, Columbus, Oh

- Presentation of collected research on the education theory of ‘The Five Labels’
- Includes surveys of Principals, Educators and Educational Assistants throughout central Ohio on their perceptions of ‘The Five Label’ theory’

Non-Profit Organization Owner, 2019- present

DNA Project 501 (c)(4), “Developing New Attitudes”, Columbus, Oh

- Community-based youth resiliency building organization
- Offers mentorship, teen workshops and charitable community leadership opportunities
- Serves as a resource connector to other Columbus based organizations
- Provides a resource guide of available employment, scholarship and internship opportunities

PUBLISHED WORK

- **Black Relational Methodology: Sustaining Nuanced Joy in Educational Knowledge, Co-Creation**, International Journal of Qualitative Methods, 2024
- **Equity in Education**, Social Justice Series, Delta Phi Epsilon, 2023
- **Redefining Student Success using The 5 Labels Theory**, TED King-Lincoln Bronzeville, 2021

https://www.ted.com/talks/elizabeth_caslin_redefining_student_success_using_the_5_labels_theory?subtitle=en (Link to video)

- **Diversity and Inclusion Newsletter**- American College of Education
Summer 2021, Commit to Gender Equality- “*Gender Equality and Women of Color*”

<https://www.smores.com/a7stm> (link to article)

Awards/ Recognitions

- AS1ONE Social Project 2022 Spotlight Award
- Distinguished Young Alumni Award, Capital University (October, 2024)
- Who’s Who In Black Columbus, Corporate Brass Award (2025)

COMPUTER SKILLS

Word, Excel, PowerPoint, R-Project, R- Studio Infinite Campus, HEI, Edvera

School District Computer Systems:

- Infinite Campus
- Learning Circles