

STEVEN B.

WILSON

Chief Operating Officer

Personal Information

Address 

1212 Glenwood

Norman, OK 73072

Phone 

405.620.7796

E-mail 

sbwilson@bardsconsulting.com

CURRICULUM VITAE

Education

2009 **PhD Coursework in Human Geography**

University of Oklahoma

- 2 Semesters

2000 **MHR in Human Relations**

University of Oklahoma, Norman, OK

1989-1996 **Graduate Coursework in English**

University of Oklahoma, Norman, OK

- 47 hours of completed coursework 3.55 GPA

1986 **BA in English**

Oklahoma State University Stillwater, OK

Present Employment

Feb. 2019 – **Chief Operating Officer**

present *Bards Consulting Norman, Oklahoma*

- Co-founder of broad communication consulting services company ranging from presentation training to leadership development
- Develop materials for Coaching/Training/Seminars
- Oversee daily operations of company
- Involved in Company development and decisions
- Develop customer base
- Involved in marketing development

Academic Employment

Jan. 2022 - **Instructor**

present

Dept. of Human Relations, Dodge Family College of Arts and Sciences, University of Oklahoma Norman, Oklahoma

Aug. 2019 – **Instructor**

Dec. 2020

Price College of Business University of Oklahoma Norman, Oklahoma

Additional Skills

Program Development

Excellent

Staff Training & Development

Excellent

Program Management

Excellent

Word

Excellent

Excel

Advanced

Power Point

Excellent

Access

Working Familiarity

Communication

Excellent

May. 2014 –
Nov. 2018

Coordinator, Communication Mentor, Instructor

Price College of Business University of Oklahoma Norman, Oklahoma

- Developed materials related to Digital Learning platforms
- Trained Faculty and Staff to use platforms
- Continued Communication Mentor Duties
- Taught BC 2813 (Business Communications)
- Taught Introduction to Office Tools

May 2008 –
May 2014

Westheimer Communication Mentor (Endowed Position), Assistant Director

Price College of Business University of Oklahoma Norman, Oklahoma

- Responsible for writing development of upperclassmen and graduate students in Price College
- Assisted in presentation, soft skills and digital media training for students
- Assistant Director in the operations of the Business Communications Center.

Aug. 2003 –
Dec. 2004

Visiting Instructor

College of Liberal Studies University of Oklahoma Norman, Oklahoma

Aug. 1995 –
May 2008

Instructor

Price College of Business University of Oklahoma Norman, Oklahoma

Aug. 1995–
May 1996

Instructor

Department of English University of Oklahoma Norman, Oklahoma

Jan 1994 –
May 1994

Reading Assistant

Department of English University of Oklahoma Norman, Oklahoma

- Assisted professor with ENGL 2543 (English Literature from 1375-1700) with grading, paperwork, and teaching when necessary

Languages

Light Tourist Conversational:

Arabic

Light Tourist Conversational and coursework:

German

Reading Proficient, Textual translation work:

Middle English

Textual translation work:

Old English

Medieval Latin

Aug. 1992 –
Jan. 1993

Research Assistant

Department of English University of Oklahoma Norman, Oklahoma

- Worked for the *Oklahoma Project for Discourse and Theory*.
- Helped coordinate and participated in the Faculty Workshop, an inter-departmental forum for faculty for the development of junior faculty papers.

Aug. 1989 –
May - 1995

Graduate Teaching Assistant

Department of English University of Oklahoma Norman, Oklahoma

Publications and Presentations (Academic)

Wilson, Steven B.: "Deal with It: Using Visual Rhetoric in Business Communication Classes." Workshop slated for the 9th Annual Hawaii International Conference on Business. Honolulu, HI, 2009

Wilson, Steven B.: "Flatworld Curriculum." Presentation over University of Oklahoma's Michael F. Price College of Business, Business Communication course theory and curriculum design at the Association of Business Communications 71st Annual Conference. San Antonio, TX, 2006

Headnote contribution for a chapter on Gerald Graff in *Contemporary Literary Criticism* by Robert Con Davis and Ronald Schleifer. New York: Longman, 1994.

Wilson, Steven B.: "Tales of the Road." Paper presentation of a comparison of Chaucer's *Canterbury Tales*, and Lady Sarashina Niki's *As I Crossed a Bridge of Dreams* at the University of Miami's Medieval, Baroque, and Renaissance Symposium. Coral Gables, FL, 1992. Revised presentation for University of Oklahoma's 2nd Oklahoma Buddhist Conference, Norman, OK, 2001.

Copy edited (late stages of development), *Culture and Cognition* by Ronald Schleifer, Robert Con Davis and Nancy Mergler. Ithaca: Cornell University Press, 1992.

Wilson, Steven B.: "The Warp: Threads of the Supernatural in Egil's Saga." Paper presentation at the University of Oklahoma's Association of English Graduate Student's national conference. Norman, OK, 1992.

Wilson, Steven B. "M(y)llion Thoughts of Odysseus." *Windmill*. Norman: University of Oklahoma Press, 1991, p1.

Publications (Non-Academic)

Wilson, Steven B. "Bardic Colleges and Other Bardic Treasures" (monograph), 2004. Originally hosted on-line at *Canonfire.com*, now on-line without permission at *Scribd*.

Wilson, Steven B., *Personnel Policy Manual*, Snoddy Properties, OKC, OK, 2000. In-house manual.

Research Assistant, Idea development (historical). *White Plume Mountain* by Bruce Cordell. Renton, WA: WotC, 1999.

Research Assistant, Continuity editor. *Against the Giants* by Gary Gyax and Sean Reynolds. Renton, WA: WotC, 1999.

Research Assistant, Continuity editor. *The Scarlet Brotherhood* by Sean Reynolds. Renton, WA: WotC, 1999.

Research Assistant, Continuity editor. *The Doomgrinder* by Steve Miller. Renton, WA: WotC, 1998.

Research Assistant, Continuity editor. *The Crypt of Lyzandred the Mad* by Sean Reynolds. Renton, WA: WotC, 1998.

Research Assistant, Continuity editor. *Star Cairns* by Sean Reynolds. Renton, WA: WotC, 1998.

Research Assistant. *The Adventure Begins* by Roger E. Moore. Renton, WA: WotC, 1998.

Research Assistant. *Return of the Eight* by Roger E. Moore. Renton, WA: WotC, 1998.

Wilson, Steven B. and Leonard Lakofka. "The History of Oerth." *Oerth Journal* vol. 1 no. 1 eds. Steven B. Wilson and Eric Mona, Council of Greyhawk, March, 1995, pp. 4-20.

Courses Developed and Taught

Writing for Human Relations

Introduction to Microsoft Office Tools

Leadership in Organizations (Junior Seminar)

Leadership in Organizations (Senior Seminar)

Advanced Business Communications

Leadership and Communications

Integrated Business Core, Business Communications

Business Communications

English Composition, Special Topic: Fantasy and Folklore

Computer Aided English Composition

English Composition II

English Composition I

Volunteer Work

First Baptist Church: Teacher,
Department Chair, Committees
(several), Deacon

Food & Shelter for Friends:
Volunteer Server (quarterly)

PTO, St. Joseph's Early Childhood:
Member, Secretary, President

Kung Fu, Incorporated: Instructor

Territory Tellers: performing
member, Director

Awards

2011---College Choice Award, Price College of Business. Annual award presented by the Price College of Business to a Staff member.

2003---Professor of the Year, Delta Sigma Pi (OU Chapter). Annual award presented by Delta Sigma Pi, National Business Fraternity.

2000---Leader of the Century, Alpha Phi Omega, Delta Beta Chapter (OU)

1995---Roy & Florena Hadsell Scholarship Award for teaching. This award presented annually to two graduate teaching assistants (of 50 to 80) annually for outstanding merit and excellent teaching performance in English.

1991---First Place for Short Fiction for "M(y)llion Thoughts of Odysseus." *Windmill's* writing contest (*Windmill* is the creative writing publication of the English Department at OU)

Other Employment

May 1988 –
April 1989

Assistant Director

YMCA Camp Takatoka Tulsa Metro YMCA, Chouteau, Oklahoma

- Helped with general operations and management of summer and conference programs
- Interviewed prospective employees
- Helped design and implement summer staff training program (intensive two week program)
- Directly responsible for outdoor education and high adventure programming

Oct. 1987 –
May 1988

Assistant Manager

MAPCO Petroleum, Delta Express 3127, Chouteau, Oklahoma

- Managed large truck stop/restaurant
- Helped with management, bookkeeping and inventory took over these tasks when manager was released
- Trained cashiers and incoming manager

Jan. 1987 –
Oct. 1987

Interim Editor in Chief

Aviator Magazine United Publishing Muskogee, Oklahoma

- Oversaw all editorial production aspects of magazine
- Coordinated efforts of writers and photographers nationwide
- Managed layout, conducted interviews, wrote articles

Professional Memberships (Past & Present)

Association of Business Communications

Modern Languages Association

National Storytelling Association

Oklahoma Territory Tellers – Board of Directors

Christian Camping Association

Oklahoma Ropes Course Association (now Oklahoma Therapeutic Ropes Course Association) – Founding Member

Jan. 1985 –
Dec. 1986

Conference Director

YMCA Camp Takatoka Tulsa Metro YMCA, Chouteau, Oklahoma

- Managed all aspects of fall/winter/spring conference season including retreat planning, outdoor education, management training and other activities
- Managed budget for conference programs
- Trained conference staff

May 1982 –
Dec. 1984

Ropes Course Director

YMCA Camp Takatoka Tulsa Metro YMCA, Chouteau, Oklahoma

- Helped with designing, building and implementing of the first ropes course in Oklahoma
- Responsible for all aspects of operation from and staff training to course operation and management
- Extensive consulting and training with clients such as Southwestern Bell and Arthur Young.

Consulting

1997-2000

TSR/Wizards of the Coast
Renton, Washington

1997

Central Oklahoma Alzheimer's Association
Oklahoma City, Oklahoma

1996-1997

Neighborhood Services Organization
Oklahoma City, Oklahoma
