

Charlie Biggs

Leadership Coach & Appreciative Inquiry Facilitator

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Profile

I'm a leadership coach and Appreciative Inquiry facilitator with extensive experience in nonprofit organizations and independent schools and a deep commitment to helping other leaders and organizations succeed.

Services Offered

Coaching and consulting on topics related to organizational management and leadership.

Co-creating and facilitating participatory, strength-based workshops for organizational planning, staff or Board development, etc.

Organizing and/or facilitating professional development workshops on topics related to early childhood education, nonprofit and school management, staff development, etc.

Workshops & Conference Sessions (partial)

"Creating a Financial Aid Program in Response to COVID-19 and for the Long Haul." Association of Illinois Montessori Schools Annual Conference, 2/20/21.

"Hope Is a Practice": Building Resilience through Appreciative Inquiry." Montessori Alliance of Tennessee "Caring for Our Community" webinar series, 2/6/21.

"Exploring Montessori: A Child-led, Developmentally Appropriate Approach to Early Childhood Education." Tennessee Early Childhood Training Alliance, Roane State Community College, 5/14/2020

"Public Montessori Roundtable." (Organized and facilitated.) Montessori Alliance of Tennessee Annual Conference, 9/28/2019.

Publications (partial)

"Notes on Financial Stability for Montessori Schools during COVID-19 – or Any Time." *Montessori Leadership*, Vol. 22.4 (2020).

Experience

2018—Present

Charles Biggs & Associates • Knoxville, TN

- Provide coaching, consulting, planning, and staff-development services to nonprofit organizations and independent schools.
- Write articles, facilitate professional development workshops, and support new initiatives in the areas of early childhood education, nonprofit and school management, staff development, etc.
- Member of the Coaching/Consulting team at the Alliance for Better Nonprofits in Knoxville, TN.

2009—2018

Director • Knoxville Montessori School • Knoxville, TN

Coordinated the work of the Knoxville Montessori School (KMS), a nonprofit private school that provides high-quality Montessori education to children from preschool through 5th grade. Key accomplishments included:

- Increased KMS's enrollment by 30% - from 57 students in 2009-2010 to 74 students in 2017-2018.
- Grew the school's operating income by 50% - from \$436,288 in 2009-2010 to \$655,483 in 2017-2018.
- Established a need-based financial aid program that provided up to 50% of tuition to 20%-25% of our students each year.
- Coordinated facilities upgrades that included renovating the school's classrooms and transforming the playground into a more natural play space.
- Coordinated KMS's accreditation by the International Montessori Council.

2002—2009

Capital Campaign Coordinator • Highlander Research and Education Center • New Market, TN

Worked collaboratively as part of the Fundraising and Communications Team, a multi-racial, intergenerational team supporting Highlander's work for social, economic, and racial justice in Appalachia and the South. Key accomplishments included:

- Helped raise approximately \$250,000 for Phase I of Highlander's 75th Anniversary Capital Campaign.
- Coordinated upgrades to Highlander's Workshop Center and residential facilities.
- Helped raise over \$500,000 each year from individual donors and foundations for Highlander's annual budget.

“Follow Your Teachers!’ - Running a Montessori School with an Entrepreneurial Spirit and Non-Profit Values.” *Montessori Leadership*, Vol. 22.1 (2020).

Community Service (partial)

Alliance of Infant Mental Health in Tennessee – Member of the Board of Directors and Board Secretary for AIMHiTN, a statewide organization that promotes the healthy social and emotional development of Tennessee children from birth through age 5. (2019-Present)

Montessori Alliance of Tennessee – Member of the Board of Directors, Board Secretary, and Chair of the Education Committee for MAT, an inclusive community of schools, teachers, and families supporting high quality Montessori education in Tennessee. (2017-Present)

Education & Professional Development (partial)

Appreciative Inquiry Facilitator Training, Center for Appreciative Inquiry (2020).

The Five Most Important Questions You’ll Ever Ask About Your School: Strategic Planning for Montessori Schools, Maren Schmidt, *Kids Talk* (2018).

Consortium for Social Enterprise Effectiveness, Haslam College of Business, University of Tennessee, Knoxville (2017).

M.Phil., English, Columbia University, New York, NY (1984).

M.A., English, Columbia University, New York, NY (1982).

B.A., History and American Studies, Princeton University, Princeton, NJ (1974).

1996—2002

Managing Editor • Soundings: An Interdisciplinary Journal • University of Tennessee • Knoxville, TN

- Coordinated editing and production of *Soundings: An Interdisciplinary Journal*, which publishes scholarly articles in the humanities and social sciences.
- Helped organize conferences and symposia, including a national conference in 1997 on “The Future of the Harlem Renaissance” attended by over 100 scholars from across the country.

1990—2001

Adjunct Instructor • Department of English, University of Tennessee • Knoxville, TN

- Designed and taught freshman composition, sophomore literature, and upper-division literature and American Studies courses.
- Received the John C. Hodges Excellence in Teaching Award from the English Department, 1992.

1984—1990

Adjunct Instructor • Dept. of English, City College of New York • New York, NY

Designed and taught basic writing and freshman composition courses, including the first two sections of computer-assisted freshman composition offered at CCNY.

1980—1984

Foundation & Nonprofit Consultant • New York, NY

- Provided program evaluation, docket writing, and other services to the New World Foundation, the J.C. Penney Foundation, Joint Foundation Support, and the Norman Foundation.
- Provided management and fundraising assistance to local and national nonprofit organizations, including Philanthropy Concerned (a network of individuals in philanthropy concerned about the threat of nuclear war) and Arts Alive! (which helped organize artists and musicians to participate in the June 12, 1982 anti-nuclear rally in New York’s Central Park).

1974—1979

The Youth Project • Washington, DC

- **Eastern Office Field Director** (1977-1979) - Directed the Youth Project’s Eastern Office, which provided funding and organizational assistance to grassroots social-justice organizations in the Northeast, Midwest, and Appalachia. Supervised a staff of four in offices in Washington, DC, and Knoxville, TN.
- **Eastern Office Field Representative** (1975-1977) - Provided funding and organizational assistance to grassroots social-justice organizations in New England and the Midwest.

[Updated – 1/6/21]