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# ALINE LAMAS

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aline@illinois.edu

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## PROFILE

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A university administrator with more than 16 years of experience in a leading Brazilian University dedicated to inspiring ideas and finding innovative ways to improve higher education. Passionate about international affairs who thrives in a collaborative team environment.

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## PROFESSIONAL EXPERIENCE

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### **University of Illinois (2022-present):**

*Instructor & Coordinator of Global Affairs, Department of Health and Kinesiology, College of Applied Health Science.*

### **Federal University of Pelotas, Brazil (2006-2022):**

*Executive Administrative Associate, Office of the Vice Provost for Communication and Information Technology (2018- present)*

#### *Chief of Staff, Office of the Chancellor (2017-2018)*

- Coordinated the university's internationalization process working directly with the International Affairs Office
- Worked directly with the Chancellor of the university, with responsibility for HR management, including recruiting and training staff and outsourced services
- Organized and supervised departmental support staff and assistants, including meetings, travel, agenda planning and execution, and communication with the Vice-Provosts
- Collaborated with senior colleagues on the strategic planning and management of the university, working on contracts and agreements, and other administrative actions
- Managed and supervised university special events, graduations and special ceremonies as openings, inaugurations, and academic events
- Oversaw all aspects of communication, mail, events and public relations of the university
- Coordinated the planning and execution of the university's 50<sup>th</sup> anniversary celebrations

#### *Executive Administrative Assistant, Office of the Vice Provost of Strategic Planning (2013 – 2017)*

- Worked directly with the Vice Provost, organizing and attending meetings and supervising the work team



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## OTHER UNIVERSITY ACTIVITIES

- Designated as the official translator for International Affairs, Office of Chancellor, to work on international agreements.
- Designated as Chief of Innovative Policies Department, Office of Vice Provost of Education.
- Organized the University's 50th Anniversary celebration.
- Organized an international conference - Latin Ibero American Congress on Technology Management.

- Collaborated in the strategic planning of the university, including budget controls, physical space planning and facilities
- Managed HR services for the department

### *Executive Administrative Assistant, Office of the Vice Provost for Education (2006 – 2012)*

- Implemented the *Universidade Aberta do Brasil, UAB* program – a federal government program to expand access to higher education
- Coordinated the development of online degree programs and the establishment of the University platform for online learning
- Worked directly with the Vice Provost, organizing the administrative work of the department, with responsibility for meeting agendas, work trips and supplies
- Supervised all the work team, being responsible for the HR activities, delegating and monitoring tasks and assignments
- Managed and organized special events of the unit including planning and execution
- Organized unit documentation, files, sheets, and archives
- Worked on communication projects, including the university publications, congresses, forums, symposiums and workshops

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## EDUCATION

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**PhD in Sociology** (expected in 2023)  
Federal University of Pelotas

**Master of Business Administration, 2017**  
Federal University of Rio Grande do Sul

**Public Administration Post-graduate Certificate, 2012**  
Federal University of Pelotas

**Educational Management Post-graduate Certificate, 2009**  
SENAC, Brazil





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## RESEARCH EXPERIENCE

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**Fellowship:**

Research Fellow at the Department of Family Medicine and Public Health, University of California San Diego (UCSD), 2021-2022.  
Award from the Ministry of Education, Brazil, CAPES.

Research Fellow at the Innovation Research Center, Federal University of Rio Grande do Sul, 2015

**Publications:**

Rodrigues, LP, Lacerda, M., & Lamas, A. (2021). Covid-19 Special Edition: The uncertainties of a post-pandemic: is there still an opportunity for a virtuous “exit” to Brazil? *Symbiotic*, 8 (3), 01–09. <https://doi.org/10.47456/simbiotica.v8i3.36808>

Lamas, A. (2021). Covid-19 Special Edition: Science is entering the homes of practically all Brazilians. *Symbiotic*, 8 (3), 10–18. <https://doi.org/10.47456/simbiotica.v8i3.36809>

**Presentation at conferences:**

VI Brazilian Congress of Organizational Studies, 2019, Recife, Brazil.

VIII Latin American Congress of Work Studies, 2016, Buenos Aires, Argentina.

XL Administration Congress, 2016, Costa do Sauípe, Brazil.

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## VOLUNTEER ACTIVITIES

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English language teacher to underserved children in a not-for-profit organization (Sociedade Assistencial Dona Conceição, Pelotas, Brazil), since 2012



