

Cole Jagger Lazerus Burns

cjlburns@gmail.com | linkedin.com/in/coleburns/

PROFESSIONAL EXPERIENCE

The University of Tennessee, Knoxville

Director, SCM Student Development & Career Management – Global Supply Chain Institute

May 2021 – Present

Director, SCM Career Management – Global Supply Chain Institute

May 2018 – May 2021

- Develop and implement strategy for recruiting and career development in the largest academic department at the university consisting of 1700+ students
- Identify gaps and opportunities for improvement in departmental programming particularly in areas of student engagement, internship completion, and post-graduation outcomes
- Demonstrate fiscal responsibility through developing and maintaining annual career programming budget
- Facilitated creation and implementation of annual Summer Camp for high school students from underrepresented backgrounds within the field of study to learn about the major through an immersive week-long experience
- Created, planned, and directed annual SCM Career Expo to provide a major specific fair each Spring semester which has brought in over 20 corporate partners and 200+ student participants each year
- Spearheaded creation and development of Supply Chain Career Ready Certificate to implement high-impact career-readiness practices for 1st and 2nd year students which has been found to be an effective retention tool for underclassmen
- Supervise associate director and provide work direction regarding graduate career advising and the implementation of the undergraduate internship requirement as well as other career initiatives
- Manage the SCM Scholars of Distinction honors program including planning and overseeing admissions, program development, event execution, student mentoring, records management, branding, and assessment
- Facilitate career programming within the major including faculty panels, employer and executive roundtable discussions, employer site visits, shadowing and mentoring opportunities, and job search material creation
- Chair departmental DEI committee through which we designed and executed a plan for improving recruitment and retention efforts for underrepresented populations in the major
- Supervise 4-5 graduate and undergraduate student workers who are responsible for regular office work, supporting departmental initiatives, and smoothly execute annual events
- Gained extensive experience in hiring, onboarding, and training new staff through directly leading or supporting numerous new staff within the department to ensure smooth transitions to their roles
- Advise SCM student organizations and lead the honors Peer Mentor team to collaborate with campus and corporate partners in order to facilitate targeted programming and create networking and educational opportunities
- Received the Haslam College of Business Award for Professionalism and recognized as a finalist for the Staff Innovation and Creativity Award two years in a row
- Build and maintain relationships with 75+ partner companies to consult on recruiting and create ease of access to campus events and students seeking internships and full-time jobs
- Engage with senior leadership from Fortune 500 organizations to facilitate engagement in conferences, student programming, and departmental initiatives
- Collaborate with staff in the Center for Career Development and the Haslam Professional Development Offices to identify best practices for serving students and hosting career programming
- Conduct career-readiness presentations and one-on-one appointments utilizing NACE best practices while monitoring student progress from admission through graduation

Graduate Assistant – Center for Career Development

June 2016 - May 2018

- Manage the campus clothing closet by supervising more than 40 volunteers in the process of organizing over 3800 items donated by alumni and community members and distributing them to more than 775 students over three semesters
- Expanded the Smokey's Closet initiative by developing partnerships with a local alterations company and Ignite Serves in order to better the services offered to students and create experiential learning opportunities
- Coach business students on resumes, cover letters, and interview skills as well as career and graduate school opportunities and applications through one-on-one consultations and large group workshops and presentations
- Assist students with navigating career and major options that fit into their unique interests, values, and goals
- Coordinate with team members to develop post-graduation data collection plans in order to increase student participation
- Gained knowledge of assessment and reporting practices through working on a team with two career consultants to develop multiple iterations of the Haslam College of Business Annual Report

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Professional Development Intern – Dept. of Supply Chain Management

Aug 2017 - May 2018

Academic Advising Intern – College of Nursing

May 2017 - June 2017

Academic Coaching Intern – Student Success Center

Dec 2016 - Apr 2017

Beta Upsilon Chi (UTK), Knoxville, TN

House Director

Aug 2016 - May 2018

- Live in the fraternity house and maintain daily supervision of 40 residents and additional 80 members
- Supervise two House Managers to ensure compliance with university regulations and residence life policies

Higher Education Solutions - EdFinancial Services, Knoxville, TN

Loan Default Prevention Specialist/School Contact Specialist

May 2015 - July 2016

- Counseled Tallahassee Community College students regarding enrollment procedures and financial aid packages
- Advised delinquent borrowers from over 110 colleges and universities of loan repayment options

Evergreen's Joy on the Journey, Taiyuan, China

Activities Director (Temporary)

Summer 2014

- Led all camp activities for high school and middle school age students and managed all end-of-day programming and supervision as the evening lead for the camp while developing cross-cultural communication skills
- Directly supervised two team members and trained approximately 15 incoming volunteers every two weeks

TEACHING EXPERIENCE

University of Tennessee, Knoxville

Adjunct Instructor

Aug 2017 - Present

- CMST 240: Business Professional Communication (Upcoming: Summer 2024)
- BUAD 200: Integrity - Becoming an Ethical Leader & Effective Communicator (8 sections)
 - Course goal is for students to develop written and oral communication skills specifically in the context of the work place and the job search
- BUAD 300: Insight - Becoming Personally and Professionally Aware as a Leader (7 sections)
 - Course goal is for students to develop an understanding of the job search process from the perspective of a job searcher and a company looking to fill a position while also gaining networking and interview skills
- BUAD 320: Business Career Planning (2 sections)
 - Course goal is for students to develop career management competencies including knowledge of resume writing, interviewing, dining etiquette, networking, job searching, salary negotiation, personal budgeting, and strengths
- FYS 101: The UT Experience (2 sections)
 - Course goal is for students to develop an understanding of resources and opportunities available at UTK and to equip them for success in their academic and social life during their college career

COMMUNITY SERVICE & ENGAGEMENT

Horatio Alger Association of Distinguished Americans

Alumni Advisory Board Member

Jan 2021 – Dec 2023

- Serve in an advisory capacity to the Association as they develop programming for scholars and alumni
- Collaborate with 11 other members to develop strategy, identify alumni needs, and execute programs to facilitate community among scholars and alumni

National Scholars Conference Team Lead

Apr 2019 – Apr 2022

- Supervise 19 high school seniors for one week each year in Washington D.C. through numerous activities, site visits, and discussions

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- Collaborate with one additional Team Lead to host daily meetings and provide training and coaching in professional development and conference participation
- Coach students on etiquette, networking, and college readiness through numerous workshops and interactive events

Tennessee Marketing Team

Fall 2018 – Dec 2023

- Raise awareness of scholarship opportunities and support students interested in pursuing the Horatio Alger scholarship

Maryville College Blount County Alumni Association

Board Member

May 2016 – Apr 2019

RESEARCH & PRESENTATIONS

Professional Presentations:

Keefe, A., **Burns, C.** (April, 2023). “Gen Z – They’re Here. Now What?” *Supply Chain Forum*. Knoxville, TN.

Burns, C. (Oct. 2022). “(Net)Work It: Making Impactful & Memorable Professional Connections.” *Horatio Alger Summit*.

Burns, C. (Oct. 2020). “Talent Talk: The New Virtual Reality.” *Supply Chain Forum*. Virtual Session.

Autry, C. & **Burns, C.** (July 2020). “Gen Z and the Future of the Workforce.” *Supply Chain Forum Summer Webinar Series*.

Burns, C., Grafton, K., McInturff, S., & Pan, J. “Young Professionals’ Perspectives on Recruiting and Professional Development Best Practices.” *Supply Chain Forum*. Knoxville, TN.

Burns, C., & Sheppard, B. (Dec. 2017). “Smokey's Closet: An Innovative Approach to Assisting with Career-Readiness and Access for Students.” *Southern Association for Colleges and Employers Annual Conference*. San Antonio, TX.

Burns, C. (Jan. 2017). “Treat Yo’ Self: The Importance of Self-Care for Community Leaders.” *Clifton M. Jones Leadership Conference*. Knoxville, TN.

Master’s Capstone Project:

“East Asian Leadership and Culture: Study Abroad Program Proposal” University of Tennessee, Knoxville. March 2018.

Undergraduate Thesis:

“You Cannot Trust the System? A Review of Educational Initiatives for At-Risk Students.” Maryville College. November 2015.

SELECTED UNIVERSITY SERVICE, INVOLVEMENT, & TRAINING

<i>Chair, Scholarship Committee</i> , Department of Supply Chain Management	2021 - Present
<i>Chair, DEI Committee</i> , Department of Supply Chain Management	2021 - Present
Haslam College of Business Search Committees	2018 - 2023
<i>Social and Behavioral Research</i> – Collaborative Institutional Training Initiative	2022
<i>Safe Zone Tier I Training</i> – University of Tennessee, Knoxville	2022
<i>Green Zone Training</i> – University of Tennessee, Knoxville	2021
MC President’s Planning and Budgetary Advisory Committee	2014 - 2016
Maryville College STARS Certification Team - <i>Sustainability Researcher</i>	2015 – 2016

TECHNOLOGY SKILLS

BaseCamp; HubSpot; Grades First/Navigate; Banner; Canvas; Argos; Handshake; Microsoft Suite; Google Suite; Socio (App Platform); CSO/Grad Leaders; 12Twenty; Wolf Pack; Adobe Acrobat; Blackboard; Sli.do; WuFoo

EDUCATION

The University of Tennessee, Knoxville, TN

PhD - Communication & Information

Anticipated 2027

Exec Edu – Lean Applied to Business Processes

Feb 2019

MS - College Student Personnel

May 2018

Maryville College, Maryville, TN

BA - Child Development and Learning & Finance/Accounting

May 2016