

SUSAN B. SPOFFORD
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SUMMARY OF ACCOMPLISHMENTS

31 years of cumulative research and instructional/training experience. Areas of research expertise include but are not limited to the following: development of intervention strategies; organizational development and programmatic needs assessments; program evaluation; database development and management; survey design and implementation; functional requirements building, data collection, validation, and analysis. Areas of training expertise include adult learning techniques; security and investigations; executive protection; surveillance detection; terrorism awareness; counter intelligence; conducting interviews and focus groups; emergency response to large scale disasters; team building, and crime prevention. Extensive public- and private-sector program management, contract, and marketing experience. Serves as a private consultant to a variety of national, regional, and local corporations/organizations since 1992 and established Research and Technical Solutions, Inc. in 1997 and a private security firm RTS International, Inc. in 2005. In January 2012, Research & Technical Solutions, Inc. was renamed when RTS International, Inc. was folded into the corporate entity to form Spofford & Associates, Inc. The consulting and private security firms were merged to more effectively meet the needs of both private- and public- sector clients.

EDUCATION

Doctorate of Philosophy [Candidate], Research Methods, Evaluation, and Theory, Virginia Polytechnic Institute & State University. Expected graduation, Winter 2019
Cognates: Adult Learning and Qualitative Research Methods

Master of Science, Community Health Education, May 1992
Virginia Polytechnic Institute and State University, Blacksburg, VA.

Bachelor of Science, Sociology, May 1989
Virginia Polytechnic Institute and State University, Blacksburg, VA.
Cognates: Deviant Behavior and Small Group Dynamics
Minor: Community Health Education

CLEARANCE[S]

Secret
Secret w/CI Poly

PROFESSIONAL EXPERIENCE

Spofford & Associates, Inc., Fairfax, VA [Formerly RTS, Inc., merged with RTS International, Inc.]

Founder/President, August 1997 to Present.

Provide a variety of training, investigative, executive protection, electronic security and research services to public– and private –sector clients as a Virginia Department of Criminal Justice Private Security Services Licensed Business and Training School. Training specialties include: Physical Security and Emergency Plans & Assessments, Surveillance/Surveillance Detection, Interviewing Techniques, Terrorism Awareness, Community First Aid and Safety/AED, Communication Techniques, Team Building, Intrinsic Coaching™ and Firearms. Investigative/Private Security specialties include: surveillance, covert investigations, employee background checks, intellectual property rights investigations, civil and criminal witness interviews & case support.

Areas of research expertise include by are not limited to the following: development of intervention strategies; organizational development and programmatic needs assessments; program evaluation; conducting interviews and focus groups; database development and management; survey design and implementation; functional requirements building, data collection, validation, and analysis. Areas of training expertise and contract support include emergency response to large scale disasters, team building, conducting interviews and focus groups; Intrinsic Coach™, crime prevention, surveillance detection and terrorism awareness. Extensive public- and private-sector program management, training, contract, and marketing experience. [VA DCJS Lic. 88-1678/11-7593]

RTS International, Inc., Fairfax, VA [VA DCJS Lic. 88-1424/11-4687]

Founder/President, October 2005-January 2012.

Provide a variety of training, investigative, executive protection, electronic security and research services to public– and private –sector clients as a Virginia Department of Criminal Justice Private Security Services Licensed Business and Training School. Training specialties include: Physical Security and Emergency Plans & Assessments, Surveillance/Surveillance Detection, Interviewing Techniques, Terrorism Awareness, Community First Aid and Safety/AED, Communication Techniques, Team Building, Intrinsic Coaching™ and Firearms. Investigative/Private Security specialties include: employee background checks, intellectual property rights investigations, civil and criminal witness interviews & case support, covert investigations and surveillance.

VPI International, Inc. [11-4314/88–1405], Offices in Melbourne, FL & Vienna, VA

Senior Vice President, January 2005-October 2005

Directly responsible for the expansion of VPI International's Headquarters in Florida to include a satellite office in Northern VA, as well as handled all Florida and Virginia Private Security Business licenses. Trained staff in private investigation and firearms in accordance with the Commonwealth of Virginia's regulations so that staff could work in Florida and Virginia on investigative cases as needed. Brought with and revised all training materials in support of the training in the areas of electronic security, private investigation and personal protection specialist.

MDB International, LLC [88-1382/11-3133], Alexandria, VA

Director of Training and Education, March 2004-January 2005.

Directly responsible for the development, implementation, and expansion of the new VA Department of Criminal Justice Services Private Security Training Division within the organization. Developed, revised and expanded course curriculum for the following courses: Private Investigation, Personal Protection Specialist, Armed Security Officers, Electronic Security, Unarmed Security Officers and for entry-level/advanced firearms training.