

Emil Salim

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Summary

A project management and higher education professional with 10+ years of international experience in producing deliverables through cross-functional teams, education, and mentoring.

Experience

Reformed Theological Seminary (2001–Current)

Jakarta, Indonesia

Senior Lecturer (equivalent to Associate Professor)

January 2001–Current

- Delivered 30+ post-secondary (in-person and online) courses (as projects) with excellent teaching evaluations: initiated courses in line with the institution's strategic goals, planned courses through syllabi and curriculum development, lectured with analytical skills, monitored and controlled learning progress with systematic assignments and feedback, closed (ended) the course with evaluations within a realistic timeline.
- Presented research papers at 10+ academic conferences, published 6 papers in journals and books, and communicated non-technical findings in 200+ public talks.

Director of Master's Programs

February 2010–May 2018

- Directed 2 master's programs for 8+ years, supervised the administration of courses (as projects), oversaw curriculum development, administered student registration, monitored and tracked students' academic integrity, priorities, progress, commitment, and engagement.
- Analyzed data (with Microsoft Suite) and generated reports (with TeX) for the reaccreditation of 2 programs from the Association of Theological Education in South East Asia.
- Secured US\$40K+ from private donors for students to study abroad and helped students get admitted to universities such as Regent College.

Event Manager

January 2014–Current

- Produced the first international workshop in Indonesia between Orthodox, Anglican, and Reformed theologians, attended by 150+ people.
- Promoted research by launching the annual summer faculty colloquia for the seminary community, attended by 150+ people annually.

International Evangelical Church Los Angeles Ministries (2016–2019)

Temple City, CA (USA)

Program Manager and Senior Pastor

May 2016–April 2019

- Led a multicultural church (130+ members and US\$200K+ annual budgets and fundraising); increased membership by more than 3% per annum.
- Recruited 2 PhDs and 3 Master's, managed, and trained volunteers and paid staff, and supervised the leadership and staff development.
- Managed risks by initiating a disaster ministry program and utilizing MinistrySafe to prevent abuse.
- Liaised between the headquarters and Los Angeles and streamlined the organizational structure following the headquarters' requirements.
- Overhauled the leadership team, created new standard operating procedures, and managed conflicts through diplomacy and problem solving, using tools such as The Thomas-Kilmann Conflict Mode Instrument.
- Managed social action projects with deliverables such as museum excursions (e.g., Getty Villa, Getty Center, Los Angeles County Museum of Art), World Vision Global 6K Walk/Run for Water, and homeless outreach with The Row Church and Union Rescue Mission in Skid Row, Los Angeles.
- Created an early recruitment strategy to recruit seminary students, saving more than 1 year of onboarding time for each recruit.

Digital and Translation Project Management (2012–Current)

Remote

Project Manager

January 2012–Current

- Managed website design and launch for a production house (<https://wolverinefilms.com>, which produced "Vronika" (2022)), an award-winning hairstylist (<https://migenafurxhi.com>), and an English tutor in Korea (<https://everstenglish.kr>).
- Produced 3 academic book translations with US\$25K+ grants and 2 children's book (on COVID-19) translations (*pro bono*).

Education

University of Arizona

Tucson, AZ (USA)

PhD in Philosophy

September 2006–August 2012

- As main instructor, taught 4 post-secondary courses (as projects), utilizing Desire2Learn Learning Management System.
- Collaborated with a team of faculty members and other graduate students to deliver 8 courses in strict time deadlines.
- Advised international students from various countries to succeed in research, writing, and oral discourses.

Universitas Tarumanagara

Jakarta, Indonesia

BA in Accounting

September 1994–February 1999

Certifications

Microsoft Word, Excel, Outlook, PowerPoint (2022)

PMI Project Management Professional (2021), Project Management Institute—Agile Certified Practitioner (2022)

Scrum Alliance Certified Scrum Master (2021)

HRCI Professional in Human Resources (2022)