

## **Rachael E. Tilka**

**Email:** rachael.e.tilka@wmich.edu

### **EDUCATION**

#### **Doctor of Philosophy –I-OBM**

Western Michigan University, Kalamazoo, MI  
September 2015-Present

#### **Master of Arts in Industrial/Organizational Psychology**

Western Michigan University, Kalamazoo, MI  
September 2012-Present

#### **Bachelor of Science in Psychology**

Michigan State University, East Lansing, MI  
September 2006-May 2010

### **TEACHING EXPERIENCE**

#### **Western Michigan University Psychology Department, Kalamazoo, MI**

Position: Instructor of Record

Course: Organizational Psychology

Duration: September 2015-Present

Faculty Supervisor: Dr. Heather McGee

Duties: Delivered lectures intended to assist students in mastering a broad array of topics including: Performance Management, Monetary Incentive Systems, Behavior-Based Safety, Behavioral Systems Analysis, Personnel Selection and Placement, and Performance-Based Training. Developed original materials designed to facilitate application of concepts. Proposed ideas and aided in the refinement and advancement of course materials. Provided ample and straightforward access for student-instructor communications via office hours and telecommunications and integrated course management with e-learning technology. Administered, proctored, and graded examinations. Held regular meetings with Teaching Assistants to discuss ideas for course improvement.

#### **Western Michigan University Psychology Department, Kalamazoo, MI**

Position: Instructor of Record

Course: Advanced Research Methods

Duration: September 2014-May 2015

Faculty Supervisor: Dr. Jessica E. Frieder

Duties: Worked as a team and offered leadership in developing select lesson plans that incorporated original material to facilitate active student responding and engagement in applied activities. Delivered lectures and appraised performance throughout critical thought exercises and paper projects. Provided students with an introduction to psychological research with an emphasis in behavior analysis. Guided students in navigating various search engines and demonstrated techniques for proper completion of literature reviews. Presented various research methodologies to familiarize students with data collection and analysis techniques, in addition to research ethics.

**Western Michigan University Psychology Department, Kalamazoo, MI**

Position: Instructor of Record

Course: Professional and Career Development

Duration: September 2012-May 2014

Faculty Supervisor: Dr. Douglas A. Johnson

Duties: Established and developed new course to prepare students with skills relevant to entering graduate school and/or the workplace. Delivered lectures and provided frequent assessment to students via examinations, assignments, demonstrations, and in-class activities. Also provided ample and straightforward access for student-instructor communications via office hours and telecommunications and integrated course management with e-learning technology. Preparation for this course involved the development of initial syllabus, creation of original exams and material, and construction of lesson plans. Course topics included an exploration of various career paths and opportunities available in psychology, guidelines for selection of major, strategies for internship attainment and advancement in academia, networking methods for employment, portfolio development and enhancement, resume development and utilization, techniques for proper interviewing etiquette, development of a personal statement, and Curriculum Vitae.

**Western Michigan University Psychology Department, Kalamazoo, MI**

Position: Graduate Teaching Assistant

Course: Survey of Behavior Analysis Research

Duration: July 2012-August 2012

Faculty Supervisor: Dr. Douglas A. Johnson

Duties: Assisted students in mastering a broad array of topics in behavior analysis, provided ample and straightforward access for student-teacher communications via office hours and telecommunications, aided students in exam preparation and concept comprehension, administered, proctored, and graded examinations.

**Michigan State University Psychology Department, East Lansing, MI**

Position: Undergraduate Teaching Assistant

Course: Abnormal Psychology

Duration: January 2010-May 2010

Faculty Supervisor: Dr. Jason Moser

Duties: Assisted and guided students in understanding basic concepts in Abnormal Psychology, met with instructor weekly to collaborate on the effectiveness of various lesson plan proposals, generated original exam questions, administered and proctored examinations.

**RESEARCH EXPERIENCE**

**Western Michigan University Psychology Department, Kalamazoo, MI**

Position: Research Assistant

Duration: September 2013-Present

Faculty Supervisor: Dr. Douglas Johnson

Duties: Assisted in writing and editing research proposal, reviewed lab procedure manual and provided commentary, trained Research Assistants, developed, administered,

and graded lab procedure exam, coordinated meetings with fellow team-members, initiated email correspondence with instructors for participant recruitment, allocated responsibilities to research team, scheduled all research sessions with participants and acted as primary contact, ran participants, interviewed potential Research Assistants.

## **PROFESSIONAL ORGANIZATIONS**

### **Organizational Behavior Management Network**

Position: Event Coordinator

Duration: April 2015-Present

Faculty Supervisor: Dr. Heather McGee

Duties: Scheduled events such as meetings, promotional events, and award ceremonies, coordinated with Treasurer to calculate, manage budgets, schedule and pay vendors, booked speakers and presenters, ensured that the necessary support staff was in place during critical events at the conferences, managed and monitored event timelines and satisfied deadlines, initiated, organized and/or participated in all publicity efforts, printed and transported all promotional materials with an emphasis on posters, developed and oversaw fundraising events, negotiated and secured event space, managed correspondence, streamlined event logistics including registration and attendee tracking, ensured the transportation and return of all conference-relevant materials through sign-up forms, delegation, and follow-up, conducted pre- and post-event evaluations, and maintained impeccable inventory

## **PUBLICATIONS**

Johnson, D. A., Rocheleau, J. M., & Tilka, R. E. (2015). Considerations in feedback delivery: The role of accuracy and type of evaluation. *Journal of Organizational Behavior Management*. 35, 240-258. doi:10.1080/01608061.2015.1093055

## **PROFESSIONAL PRESENTATIONS**

Tilka, R. E., Rocheleau, J., & Johnson, D. A. (2015, May). The role of accuracy and type of evaluation in feedback delivery. Presentation at the annual conference of the Association for Behavior Analysis International, San Antonio, TX.

Tilka, R. E. & Johnson, D. A. (2016, May). Coaching as a packaged intervention for telemarketing personnel. Presentation at the annual conference of the Association for Behavior Analysis International, Chicago, IL.

## **HONORS AND AWARDS**

- All-University Award for Graduate Student Teaching Effectiveness, Western Michigan University (2014)
- Psychology Department Master's Teaching Effectiveness Award, Western Michigan University (2014)