

## **Dr. Paula D. Lampley**

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Milwaukee, WI 53209

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### **Education**

#### **University of Phoenix,**

Doctoral degree in Management and Organizational Leadership, 2003

Dissertation: "A Transitional Program Model for Single Mothers"

#### **Concordia University**

Master of Science Business Administration, Minor in Marketing, 1999

#### **Cardinal Stritch University**

Bachelor of Science Business Management, 1996

### **Summary of Qualifications:**

Certified Workforce Development Professional

Certified Seminar Leader - over ten years of diversified experience, operations, quality assurance, community/public relations, grant writer, compliance state and federal, fund-raising, curriculum/program development and implementation

Certified Manager

Ability to work independently

Excellent communications skills

Computer literate

### **Professional Experience:**

#### **Adjunct Professor**

August, 1999-Present

Instructor of but not limited to: group techniques and analysis, grant writing, organizational leadership, strategic planning, business marketing, social/human services, business management, and other business related courses

#### **UMOS, Inc.**

#### **Director**

November 2001- December 2003

Administer program operations, compliance overall operations, public/community relations, program operations in W-2 which includes program development, strategic planning, employment, training, retention education and case management, maintain compliance with all applicable requirements, organizations, manage all operations staff, creation and implementation of innovative methodologies to improve services and operations, oversees quality control, develop quality assurance methods and best practices, to incorporate new processes and strategies, grant writing, make recommendations to board and executive management on efficiencies and outcomes.

**UMOS, Inc**

***Employment Services Director***

Comprehensive administration of employment and training division, creation, and implementation of innovative methodologies to improve employment services  
With employers, Public and private community organizations. Responsible for recruitment of staff, employers for clients, events planning, job fairs, marketing  
Development of best practices, recommendations to executive management on outcomes, strategies, and trends

**MAXIMUS, Inc. Wisconsin Works W-2**

**1999 – 2001**

***Deputy Director***

***Administer program operations, compliance, and overall operations including public/private community organizations***

Management of MAXIMUS operations in W-2, including staff, employment, education, training, retention, maintain compliance with all applicable requirements, organizations, creation and implementation of innovative methodologies to improve W-2 services and operations

Oversight of quality control, developed quality assurance methods to help incorporate new processes

Grant writing

***Additional Positions held in Maximus***

**1997 - 1999**

***Senior Manager –Employment/Education and Supportive Service,  
Senior Manager - Employment & Training,  
Senior Manager - Employer Outreach, and  
Employer Outreach Coordinator***

Duties in these positions included:

Responsible for the management of staff, job placement, and recruiting over 1400 employers for participation in MAXIMUS W-2 program

Nationally developed workshop components for MAXIMUS W-2 program - over 900 workshops have been conducted and over 3,000, job placements made since June 1997

Supportive services, customer service, employer interface, customized training, community service, community outreach, literacy and learning labs, retention, and assessment

**Let's Dress You Up, Inc.,**  
**President**

1987 - 1998

Responsible for the total oversight of operation/administration, inventory control, store planning, budgeting, marketing, image consulting, retail management workshops

Implementation of new projects, and all written and oral correspondence and coordination of business strategic directions

**Milwaukee Employment and Training**

1995 - 1997

**Marketing Representative**

Managed and organized employer accounts; acted as a liaison to government agencies  
Managed multi-faceted projects; recruitment, community outreach; events marketing, job fairs, fund-raising; volunteer staff management; pre-employment and job development, and placement

**Goodwill Industries Motivational**

1994 - 1995

**Trainer/Program Developer**

Researched and developed the curriculum for participants  
Provided customized classroom training and pre-job development training job retention and job enhancement training, case management follow-up, and counseling clients on career paths

**Work in Progress**

"The Effect of teenage parents on Transitions into the working community"

"Grandparents providing for Grandchildren: Why are African American and Latino Children More Likely to Live with Grandparents and where are the parents? What can we do to help?"

"The Relationship between Child Welfare, Living Arrangements and High School Completion among Teenage Welfare Participants"

How to be a mom, although I am a child, living within a system?

The Effect of Government Policies, Child Welfare and Programs on Poor Children and Families

Policies for Children, and Young Parents

Evaluating Welfare Reform and Child Welfare Issues

### **Honors, Organizations and Community Involvement**

Employment Management Association, American Management Association, Leaders Forum, Milwaukee Area Technical College Office Skills Advisory Committee, National Association of Female Executives, Professional Alpha Kappa Alpha Sorority, Inc., Mary Church Terrell Club, Inc., Future Milwaukee, Girl Scouts of America, Agency Coordinator of the Community Steering Committee, Faith Taskforce, and Children's Services Network

### **Awards**

WTMJ 4 1997 Mentor of the Year, 1997 Women's Network Entrepreneur Award, 1997 Commendation from the Mayor for Entrepreneurial Excellence, 1997 Peace Achiever Award, 1997 National Guard Award for Outstanding Support to the Veterans Job Fair, 1997 Recognition from County Executives for Community Leadership, 1998 Employment & Training Excellence Award, Commendation from the Governor for the Education Hope Fund, Inc. 1992-1998 Citation from the Mayor for the Education Hope Fund, Inc. 1992-1998, 1995-1996 Recognition for Outstanding work with Young Women in the Community from State Representatives, National Association of Colored of Women Outstanding Leadership and Facilitating Award, National Association of Female Executives Recognition, Alpha Kappa Alpha 1999 Brick Builder Award

*References available on request*