

Felita Daniels Ashley

9190 Brandybrook Trail • Brown Deer, WI 53223 • 414-446-4885 • crlashley@aol.com

EDUCATION

University of Wisconsin-Milwaukee, Milwaukee, WI
University of Wisconsin-Whitewater, Whitewater, WI

Master of Social Work-Administration
Bachelor of Arts in Social Welfare

PROFESSIONAL EXPERIENCE

Metropolitan Milwaukee Fair Housing Council, Milwaukee, WI

Program Services Admin. 2001 – Present

- Appointed project manager for 3 major federal grants
- Ensure the timely composition and submission of quarterly and final reports
- Monitor contract compliance
- Provide oversight, management and coordination of the agency's contractual obligations
- Coordinate special events, rental management seminars and other outreach and educational programs
- Educate consumers, governmental organizations and social service agencies about federal and state fair housing laws
- Manage and coordinate the Membership Committee and Advisory Committee
- Appointed to March on Milwaukee Planning Committee
- Appointed to Resource Development Committee

Children's Research Center, Madison, WI

Independent Consultant, 2000 – Present

- Conducted child abuse case reviews, charter school surveys and other data collection activities
- Conducted research and document review for all cases
- Managed the development of academic and program outcomes for schools selected by the Gates Project
- Monitored progress and achievement of accountability goals for small high schools supported by the Gates Project
- Composed comprehensive year end reports that reflected the data analysis of several small school's attainment of accountability goals and local measurements

Northwest Opportunities Vocational Academy (NOVA), Milwaukee, WI

Director/Principal, 1993-1999

- Developed and implemented a School to Work MPS Partnership School
- Provided oversight for the day to day operation of the school
- Supervised and conducted yearly evaluations of a teaching staff of 13
- Determined personnel needs; hired, developed and terminated under program guidelines
- Developed, planned and implemented new program components
- Analyzed and evaluated the effectiveness of program policies and procedures
- Collaborated and cultivated relationships with community stakeholders to further the vision of the school
- Developed and monitored budgets and cultivated fundraising activities to advance the school's mission and goals
- Ensured high morale, low turnover and coordinated professional development for staff
- Participated in committees, workgroups and consortiums to promote the school's mission

Lad Lake Residential Treatment, Milwaukee, WI

Home Based Family Therapist, 1992-1993

- Provided in-home family therapy to adjudicated youth residing in day services
- Monitored court conditions for youth in treatment
- Taught a life skills class that focused on anger management, financial literacy, employment readiness and soft skill development
- Worked towards the 3000 hours of therapy
- Developed case management plans and coordinated with other treatment staff on client services
- Coordinated after-care plans that included placements to home, school and work

Shalom High School, Milwaukee, WI

Assistant Director, 1990-1992

- Provided oversight for the day to day operations of the school and ensured an efficient, safe and constructive school operation
- Provided support as necessary to staff/students/volunteers and tutors
- Maintained close working relationships with local businesses, community partners, and faith based organizations
- Coordinated student and parent activities and developed and implemented support systems to ensure successful completion of high school
- Taught a life skills class; coordinated special projects, internships and mentoring opportunities
- Responsible for the supervision of 10 senior level students that are preparing for graduation and post high school

BOARD AFFILIATIONS

Adult Learning Center, Milwaukee, WI Vice President and Chair of Fund Development Committee	1999-Present
Northwest Side Community Development Corporation, Milwaukee, WI Director	2013 - Present
TransCenter For Youth, Milwaukee WI Director	2013 - Present

ADDITIONAL QUALIFICATIONS

Demonstrated skills and experience in program operations and administration
Exceptional written and verbal communication skills
Keen ability to develop relationships with staff, students and the community
Strong management, delegation, interpersonal and networking skills
Works well under pressure and solution focused
Extremely skilled at diplomacy and problem solving
Understanding of community engagement