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## Professional Career Summary and Highlights

- Child welfare professional including child protective services, working with international youth in foster care, case management to families, foster parent recruiting and adoptions
  - Assisted with the program design and implementation of a disaster recovery program in 3 separate locations in Galveston County, Texas after Hurricane Ike.
  - Assisted with the program design and implementation of a client choice food pantry in Fort Bend County, Texas.
  - Simultaneously managed multiple federal, state, city and private foundation grants with budgets in excess of two million dollars.
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## Education

<b>Master of Science- Human Service Administration</b> <i>Springfield College, Milwaukee, Wisconsin</i>	<b>2004</b>
<b>Bachelor of Arts- Sociology</b> <i>University of Wisconsin-Whitewater, Whitewater, Wisconsin</i>	<b>2001</b>

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## Professional Career History

**Safe & Sound (Milwaukee, WI)** **March 2016-Present**  
*Program Director*

- Provide supervision and support to team of 18 staff who work in community organizing roles on issues around public safety.
- Complete monthly and quarterly reports (quantitative and qualitative) to funders on progress of grant requirements/deliverables.
- Forge new partnerships and strengthen existing partnerships with external stakeholders.
- Represent agency at various meetings with elected officials, clergy, law enforcement and community partners around public safety matters.

**Division of Milwaukee Child Protective Services (Milwaukee, WI)** **April 2014-March 2016**  
*Initial Assessment Supervisor*

- Manage staff assigned to receive reports from the community on allegations of child abuse/neglect.
- Provide supervision and consultation to staff investigating allegations of child abuse/neglect.
- Conduct ongoing training of initial assessment and access staff.
- Screen access reports of abuse/neglect allegations to determine whether they will be investigated.

**Catholic Charities (Houston, TX)****(multiple roles) March 2007-April 2014***Foster Home Developer-Unaccompanied Refugee Minor Program*

- Supervise professional foster parents who parent youth in an international foster care program.
- Assist with operations of 3 agency sponsored foster care group homes; home to 24 youth.
- Ensure foster families are maintaining their foster care license.
- Ensure an appropriate level of supervision is maintained in each foster home.

*Associate Director-Basic Needs Program*

- Supervise staff of 17 who provided services to survivors of Hurricane Ike in Galveston, Texas.
- Supervise 15 volunteers providing basic needs assistance to clients in Fort Bend County, Texas.
- Complete reports weekly and monthly basis to track client progress and program expenditures.
- Represent agency at collaborative meetings with partner agencies in the area.

*Case Manager-Disaster Recovery Program*

- Provide services to 25 families who were displaced to the Houston, TX area due to Hurricane Katrina.
- Complete documentation on a timely basis that tracked expenditures and number of families served.
- Collaborate with community partners to provide families with services to reach self sufficiency.

**Children's Family and Community Partnerships (Milwaukee, WI)****February 2004-March 2007***Safety Services Case Manager*

- Maintain a caseload of 8-10 families and 20-30 children who live with their parents and are in danger of being placed outside of the home due to child abuse or neglect.
- Ensure safety of children by conducting weekly home visits and placing services in the home.
- Maintain accurate records and documentation of events related to the case.
- Attend court hearings as necessary in the event children were detained by the Bureau of Milwaukee Child Welfare

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**Community Involvement**

- Little League Baseball Asst. Coach-volunteer
- Active Member of North Division Alumni Association
- Milwaukee Police Department Citizen's Academy graduate
- Milwaukee's Choice Neighborhood Initiative member

**Trainings/Certifications**

- Completed 2015 State of Wisconsin Leadership Foundations Training Course  
(Including Effective Communication, Team Building, Managing Conflict, Leading Projects,  
Leading Change, Problem Solving/Decision Making)
- Facilitator of Cultural Competence Training for Foster Parents
- Facilitator of Restorative Practice discussion circles