

## PROFILE

Committed leader with extensive experience in program planning, development and management. Loyal, driven, self-motivated and resourceful team player with a history of achieving goals, learning quickly, motivating others and leading change. Consistently successful in establishing a high level of confidence from clients, business partners and centers of influence resulting in long-term, productive relationships.

## PROFESSIONAL EXPERIENCE

### **Zilber Family Foundation, Milwaukee, Wisconsin**

**Jan 2019 to Present**

#### ***Program Officer***

- Learn and remain current with community issues, needs, interventions and organizations working on priority issues/fields of interest aligning with the Foundation's strategic priorities
- Keep abreast of local and national issues, trends, and organizational best practices relating to social and economic opportunity, including areas of housing, community and economic development
- Develop, manage, and evaluate a portfolio of grants including consideration of need, costs, capacity of organization, outcomes and impact consistent with the Foundation's strategic priorities
- Guide nonprofit organizations through the grant application process, from concept development through submission of proposals, and assessing results
- Support grants recipients to increase their visibility, connecting to partners / resources to achieve their goals.
- Represent the Foundation at community-based and issue specific meetings and events
- Maintain relationships with the nonprofit community, as well as with other community, civic, government and philanthropic partners

### **City of Milwaukee Office of the Mayor, Milwaukee, Wisconsin**

**May 2016 to Dec 2018**

#### ***Housing Policy Director***

- Work with City departments and Council members in setting the Strong Neighborhoods Plan priorities and budget allocations centered on housing/residential redevelopment and neighborhood blight prevention
- Devise new strategies, initiatives and partnerships to encourage positive housing market recovery
- Monitor department performance and assist in troubleshooting programs and legislation
- Develop presentations and other communications on Strong Neighborhoods Plan progress
- Develop new relationships/partnerships to move City initiatives and Mayoral priorities forward
- Maintain and expand City relationships with lending and servicing community
- Point person for housing, foreclosure and residential development items; servicing and zombie issues
- Assist on public and Council messages for housing issues, constituent work and community meetings
- Staff Mayor for events and meetings, support press messaging on programs and initiatives

**Select Milwaukee, Inc., Milwaukee, Wisconsin**

**Nov 1999 to Mar 2016**

**Associate Director**

- Managed and directed Select Milwaukee Operations, growing and developing its Homeownership Promotion services to include Homeownership Preservation and Rehab Technical Assistance serving over 2,000 individuals and families annually
- Achieved top-rated charter from NeighborWorks America, established NeighborWorks America Green and HomeOwnership Center Designations, and frequently invited to participate in special initiatives bringing over \$6,000,000 in resources to benefit the Milwaukee community
- Secured annual down payment and renovation assistance program funding, including the Federal Home Loan Bank of Chicago Affordable Housing Program (AHP), State of Wisconsin's Housing Cost Reduction Initiative, the City of Milwaukee HOME Homebuyer Assistance Program, 189% growth over 10 years to ~ \$1,000,000 annually
- Established record of performance and compliance of homeownership services and assistance programs for use with the Department of Housing & Urban Development and partner financial institution mortgage products
- Successfully led team of 7 in deploying high-volume \$3,200,000 national down payment assistance program, *Let's Invest For Tomorrow (LIFT)* within six months of launch, 230% growth over prior year
- Strategically aligned provision of homeownership and financial capabilities services, and nationally recognized employer assisted homeownership programs to efficiently and effectively meet the needs of underserved communities, neighborhood, and employer housing strategic plans.
- Successfully piloted a collaborative neighborhood homeownership initiative with the Zilber Family Foundation, securing an additional two-year commitment in funding for continued provision of services
- Collaboratively advocated and worked with industry peers and financial institutions to develop and pilot affordable mortgage lending and banking products to address lending barriers in underserved communities
- Maintained and fostered relationships with local employers, funders, financial institutions, government entities, realtors and other partners/stakeholders engaged in affordable homeownership financing efforts
- Retained by NeighborWorks America Training Institute to develop and teach curriculum on *Implementing Employer Assisted Homeownership Programs* pilot course; provide Technical Assistance to member NeighborWorks Organizations to develop capacity for employer programs and homeownership services
- Peer nominated to serve on the Federal Home Loan Bank of Chicago's Community Investment Advisory Council

**Neighborhood Housing Services of Milwaukee (NHS), Milwaukee, WI**

**1993 to 1999**

**Homeownership Programs Coordinator**

**1999 to Oct 1999**

- Coordinated development and implementation of downpayment assistance programs
- Coordinated implementation of Neighborhood Reinvestment Corporations HomeOwnership Center Model homebuyer counseling and education service delivery and customer tracking systems
- Collaborated with community agencies and key professionals to sustain affordable homeownership initiatives
- Assisted Executive Director with program development and employee training and recruitment

**Housing Counselor/Loan Officer**

**Dec 1994 to Dec 1998**

- Assisted over 550 families in the purchase of their first home, providing bilingual comprehensive homeownership advice and guidance to over 1,000 potential homeowners; leveraged over \$24.5 million in first mortgage financing. Represented the organization at professional collaborative outreach events.
- Developed and maintained relationships with community lenders and key professionals

**Administrative Assistant/Community Organizer**

**Aug 1993 to Oct 1994**

- Staffed information clearinghouse of resources for NHS neighborhood residents, coordinating resident led neighborhood meetings and other community building events

- Coordinated use of minor home repair incentive programs

## EDUCATION/CERTIFICATION

<b>Marquette University, Milwaukee, WI</b>	<b>1992</b>
Bachelor of Science – Business Administration/Marketing; Spanish Minor	
<b>NeighborWorks America Training Institutes</b>	<b>1995 to 2015</b>
<ul style="list-style-type: none"> <li>• Nonprofit Management/Leadership and Community Development Certification</li> <li>• <b>Center for Homeownership Education &amp; Counseling</b> Full Cycle Lending Certification <i>Mortgage Lending, Homebuyer Education &amp; Counseling, Post Purchase Education</i></li> </ul>	

## COMMUNITY AND PROFESSIONAL INVOLVEMENT

<b>CommonBond Communities Wisconsin Board of Managers Member</b>	<b>2018 to Present</b>
<b>Community Insurance Information Center Board Member</b>	<b>2018 to Present</b>
<b>Federal Home Loan Bank of Chicago Community Investment Advisory Council Member</b>	<b>2012 to Present</b>
<b>FDIC Milwaukee Alliance for Economic Inclusion Member</b>	<b>2011 to Present</b>
<b>Maryland Avenue Montessori School Engagement Council Chair</b>	<b>2013 to Present</b>
<b>Metro Milwaukee Mediation Services Board Member</b>	<b>2016 to Present</b>
<b>Take Root Milwaukee Resource &amp; Oversight Member, Education &amp; Lending Committee Co-Chair</b>	<b>2010 to Present</b>
<b>Department of Housing and Urban Development Nonprofit Working Group Roundtable Member</b>	<b>2014 to 2015</b>
<b>National Community Reinvestment Coalition, CRA &amp; Housing Working Group Member</b>	<b>2010 to 2016</b>
<b>National Housing Resource Center Leaders in Housing Counseling Member</b>	<b>2013 to 2016</b>
<b>NeighborWorks America Peer Consultant, Training Institute Instructor</b>	<b>2012 to 2015</b>
<b>National Association of Realtors Workforce Housing Forum Presenter</b>	<b>2011 to 2015</b>
<b>Milwaukee Foreclosure Partnership Initiative Prevention Committee Member</b>	<b>2009 to 2011</b>
<b>WHEDA Neighborhood Advantage Advisory Committee Member</b>	<b>2009 to 2010</b>
<b>Fannie Mae Community Technology Council Member</b>	<b>2004 to 2006</b>
<b>Federal Reserve Bank of Chicago Financial Literacy Task Force Member</b>	<b>2000 to 2003</b>