

MARY L. MANZONI

Summary of Qualifications:

Highly motivated and experienced professional with an excellent record of leadership achievements in the workforce development arena. Demonstrated success in the areas of program development, strategic planning, training, budget management and process improvement. Innovative thinker with the ability to conceive and implement cross-functional initiatives and proven relationship building abilities. Strong management skills, dedicated to continuous personal and professional excellence and passion for empowering others to succeed.

PROFESSIONAL EXPERIENCE

HUMANIM

BALTIMORE, MD (1990-PRESENT).

VICE PRESIDENT WORKFORCE DEVELOPMENT SERVICES (FEBRUARY 2000-PRESENT)

Responsibilities include: developing, implementing, administering and evaluating innovative workforce development programs and services for youth adults with barriers to employment who are under and unemployed; program development, administration and evaluation of a CARF (Commission on Accreditation of Rehabilitation Facilities) accredited vocational rehabilitation program serving over five hundred (500) individuals on a daily basis; Specific duties include: recruitment, training and supervision of over fifty-eight (58) staff; development and maintenance of a \$5,000,000 budget; strategic planning; grant/contract writing and implementation; and development and execution of program policies and procedures. (2/2000-present).

PROGRAM MANAGER, WORK FORCE SOLUTIONS (JULY 1997-FEBRUARY 2000)

Responsibilities include program development, administration and evaluation of a CARF (Commission on Accreditation of Rehabilitation Facilities) accredited vocational program serving 150 welfare recipients a year. Specific duties include: recruitment, training and supervision of 5 staff; maintaining a \$500,000 budget; strategic planning; development and implementation of policies and procedures; development of marketing materials; marketing services to funders and community and providing vocational counseling and job placement services to welfare clients.

MANAGER OF JOB DEVELOPMENT (MARCH 1997-JULY 1997)

Responsibilities included program development, administration and evaluation of a CARF (Commission on Accreditation of Rehabilitation Facilities) accredited vocational program for individuals with disabilities. Specific duties included: recruiting, training and supervision of 3 staff; regionalizing employer database; developing marketing materials for the department; providing trainings to the community and funders; developing rapport with business community and employment opportunities for individuals with disabilities; increasing job placement by 200% compared to FY 96.

MANAGER OF JOB SUPPORT SERVICES (JULY 1996-MARCH 1997)

Responsibilities included developing and structuring of the department during an agency-wide reorganization, administration and evaluation of a CARF accredited vocational program. Specific duties included: recruiting, training and supervision of 12 staff; developing, implementing and monitoring Job Support budget and billing, documenting and tracking services provided, providing Disability Awareness & ADA training to the community.

SUPPORTED EMPLOYMENT COORDINATOR (JANUARY 1993-JUNE 1996)

Responsibilities included: developing a standardized department training manual, recruiting, training and supervision of 5 staff; monitoring Supported Employment budget and billing; vocationally assessing individuals with psychiatric disabilities and providing referrals/recommendations; providing training to the community.

VOCATIONAL SPECIALIST (FEBRUARY 1990-JANUARY 1993)

Responsibilities included case-management, career counseling, job readiness training, job development, job placement and support services for individuals with mental illness.

EDUCATION:

•Eastern Kentucky University

Richmond, Kentucky (1984-1988)

BS

Major: Criminology

Minor Psychology

•University of Baltimore

Baltimore, MD

Graduate Courses in Organizational Psychology

•Aspen Institute Sector Skills Academy, Marano Fellow (2013)

•American Express Leadership Academy 2014

•Leadership Baltimore County 2001

BOARD and COMMITTEE MEMBERSHIP:

- | | |
|---------------|---|
| Appointed: | Baltimore City Public School System Local Advisory Committee (2013-present). This committee provides guidance and feedback to the school board. |
| Appointed: | Howard County Public School System Transition Council (2013-present). Appointed by the County Executive to provide recommendations on establishing effective, efficient and comprehensive services for transitioning youth. |
| Appointed: | IRC Employer Advisory Board (2013-present). This committee provides employment support & guidance for refugees |
| Board Member: | Baltimore County Commission on Disabilities (2001-present). Appointed by the County Executive to provide advocacy and support to individuals with disabilities. |
| Appointed: | Economic Inclusion Advisory Committee
East Baltimore Development, Inc (2011-2014).
Provided guidance around local hiring. |
| Appointed: | East Baltimore & Integrated Services Workgroup
Annie E. Casey (2011-2012) |
| Board Member: | Maryland State Rehabilitation Council
(2007-2013); appointed by the Governor |
| Board Member: | JobNetwork Advisory Board, Baltimore Co. DSS (1999-2003) |
| Member: | Appointed to the Governor's Brain Injury Employment Initiative Steering Committee (1998-2000) |

Member: Appointed to Maryland's Evidence Based Practice in Supported Employment Steering Committee (2000-2001)

Member: Recruitment Committee Leadership Baltimore County (2003)

Member: MDWorks Governmental Affairs Committee (1997)

Member: MD Works Supported Employment Leadership Team (1997-2002)

Member: Baltimore Co. Chamber of Commerce (1997-2008)

Member: Welfare Advocates Committee (1997-2002)

Member: Community Rehabilitation Provider (CRP) Advisory Group (2000-present)

PRESENTATIONS:

2008 Iowa Mental Health Conference (presented on Evidence Based Practice in Supported Employment)

2008 Maryland Mental Hygiene Administration Annual Conference (presented placement strategies and Evidence Based Practice)

2007 Sheppard Pratt Transition Conference (presented collaboration with DORS in serving Transitional Youth)

2006 Maryland VCAP (presented Evidence Based Practice)

2004 Maryland Mental Hygiene Administration Administration/Division of Rehabilitation Services Conference

2001 Baltimore Co. DSS Employment Conference

1999-2000 National Association of Workforce Development Professional Conference

1997 Identifying Hidden Disabilities within the Welfare Roles

1995-1997 IAPSRs Conferences

1994-2002 Disability Awareness/ADA training for various organizations/companies