

**PROFILE**

Motivated, Licensed Certified Social Worker with ten years of Nonprofit management, executive, and supervisory experience. Experienced grant writer, relationship builder, and strategic planner. Has demonstrated history of ethical, dependable, and professional behavior working in management, supervision and leadership. Strives for excellence in all responsibilities, projects, and activities.

**SKILLS SUMMARY & CORE COMPETENCIES**

- Program Management
- Grant Writing & Reporting
- Strategic Planning
- Facility & Property Management
- Community Organizing
- Resource Referral
- Community Outreach
- Coalition & Team Building
- Volunteer Coordination
- Public Speaking
- Event Planning
- Fund Development
- Policy Analysis
- Program Budgeting and Reporting
- Proficient in Microsoft Office

**CONTINUING EDUCATION SEMINARS & WORKSHOPS**

- Loyola University- Leadership Essentials 2015
- Against the Odds: Effective Treatment with Low-Income Households
- Effective Partnerships
- United Way Case Management Certification 2018
- Program Evaluation Certification 2012
- Motivational Interviewing 2018
- Boundaries in Supervision
- Mental Health First Aid Certification 2018
- Howard County Leadership Development Program- Dept. of Citizen Services 2014
- Trauma Informed Care with Homeless
- Getting Ahead Facilitator training

**WORK EXPERIENCE*****Bridges to Housing Stability, Inc. Columbia, Maryland***

-November 2013- Present

**Executive Director** (August 2019-present) **Deputy Director**, (February 2018 to July 2019), **Director of Programs** (July 2016-February 2018), **Program Coordinator/ Community Organizer** (November 2013-July 2016)

- Represent Bridges to all stakeholders, including media, funders, and partners.
- Directly report to Board of Directors
- Execute all of Executive Director's functions in absence of Executive Director (Acting Executive Director June 2017-September 2017, and May 2019-July 2019)
- Primary responsibility to oversee all aspects and manage three core service programs; Bridges Alliance, Housing Connections, and Housing Stability Program.
- Oversee and manage volunteer and social work intern program.
- Development work: Grant writing and reporting, fundraising, and event planning
- Responsibility for all major administrative, outreach, planning, and operational functions of the organization.
- Supervise program staff, including hiring, training, and evaluation.
- Strategic planning, program development, networking, budgeting, evaluation and goal planning.
- Launched Bridges Alliance affordable housing with a Circle of Support program
- Oversaw property management and program development and expansion

***Family Promise of Albuquerque, New Mexico***

-**Executive Director** ( November 2009- May 2013)

- Grant Writing, Fund development, Networking, Strategic Planning, Budgeting, Facility Management
- Represented and managed year round shelter program utilizing 1000 volunteers annually.
- Collaborated with partner agencies on events and advocacy efforts for households experiencing homelessness
- Supervised and trained Program Assistant, 20 Volunteer Coordinators & 12 Social Work Interns.

## EDUCATION

**University of Maryland, Baltimore, May 2001**

**Master of Social Work with concentration in Management, Community Organization and Clinical Practice,**  
Specialization: Social Action and Community Development

**New Mexico State University, Las Cruces, New Mexico May 1998**

**Bachelor of Social Work / Bachelor of Arts, Foreign Languages- Spanish,**

Minors: Latin American Studies, Psychology Graduated with Honors

## OTHER RELEVANT EXPERIENCE

**Howard County Coalition to End Homelessness Board (Member 2019-present)**

**Executive Committee Member** March 2021-present

**Co-Chair Community Commitment and Awareness** March 2021- present

**Coordinated Entry Committee Member** 2016-present

**Resource Development Committee Member** March 2021-present

**Board to Promote Self Sufficiency Howard County member-** Appointed by County Executive July 2020

**Howard County Housing Opportunities Task Force member-** December 2019-January 2021

**Leadership Howard County member** July 2015-present,

**Essentials Community Impact Project Committee Chair** 2019-present **Member** July 2016-present

**Columbia Toastmasters Club 3755- Columbia, MD; President** July 2018-June 2019, **Vice-President of Education,** June 2017-June 2018

**S.A.F.E. Food Pantry, Member of Board of Directors Howard County, MD** December 2017-December 2019;

**Internal Affairs committee chair** June 2018- December 2019.

**Girl Scouts of Central Maryland Troops 905 & 197 troop co-leader, cookie manager & volunteer, Howard County, MD** September 2013- present

## LICENSES

**State of Maryland, Licensed Certified Social Worker:** September 2016-present