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summary

Six years of experience in macro social work and organizational capacity building. Work performed through social-work lens and human-centered approach. Expertise in grant fund application review, meeting facilitation, qualitative research, report writing, and project management. Expanding skills in diversity, equity, and inclusion education and strategic planning. Looking for opportunities as a consultant and subcontractor.

relevant experience

Associate Policy Analyst (currently part-time)

Chapin Hall at the University of Chicago / Chicago, IL / 2017 - Present

- Conduct qualitative research to identify the diversity, equity, and inclusion needs of a national fellowship program; co-author of briefs and peer-reviewed article
- Led the development of online course aimed at increasing cultural humility among direct service providers and subsequently improve client and community outcomes
- Built capacity within the team's data analytic activities
- Created and coordinated organizational grant proposal process

Continuum of Care Coordinator

Northern Shenandoah Valley Regional Commission / Front Royal, VA / 2015 - 2017

- Facilitated capacity building within collaboration of stakeholders focused on ending homelessness in the Shenandoah Valley
- Managed U.S. Dept. of Housing and Urban Development grant application process; requests totaling \$750,000+
- Evaluated and created organizational policies and procedures
- Greeted visitors and determined to whom and when they could speak with specific individuals

Planner

Travis County HHS/VS; Research & Planning / Austin, TX / 2014

- Designed and conducted program evaluations in order to identify and close gaps in social service provision
- Conducted qualitative and quantitative research to report on community conditions; data sources included American Community Survey and in-person interviews
- Designed cultural competency programming for staff members

education

M.S. Social Work

University of Texas - Austin

B.A. Psychology

University of Michigan – Ann Arbor

key skills

Capacity building

Qualitative research

Meeting facilitation

Diversity, equity, and inclusion education

Report writing

key highlights

Human-Centered Design 101
course completion / IDEO

Becoming an Anti-Racist Social Worker

workshop completion / University of Chicago