

SUMMARY OF QUALIFICATIONS

- 15+ years of experience in homelessness services in Seattle and King County*
- 6+ years experience designing, planning and implementing new housing and homelessness services and policies*
- Master's in Public Administration at Seattle University completed in Summer 2016*, coursework included a focus on housing and homelessness policy, social justice theory, with additional content focus on Growth Management policy, administrative law, GIS, organizational theory and public budgeting
- Author of multiple local media publications and blog posts on housing policy and immigration policy
- TESL teacher certification and one year ESL teaching experience
- Six years of experience staff supervision
- Profound personal commitment to undoing race, class, and gender oppressions in my personal and professional life

RELEVANT PROFESSIONAL EXPERIENCE

Neighborhood House, Seattle, Wa. *11/2007-10/2018*

Housing Stability Manager *12/2014-10/2018*

- Managed team of 18 Housing Case Managers
- Responsible for all aspects of program management and contract compliance(quarterly report writing, data management, etc)
- Designed and implemented various Rapid Rehousing, Homelessness Prevention, and Shelter Diversion programs for families and single adults across King County, with a particular focus on immigrant and refugee communities and homeless students in South King County.

Housing Stability Supervisor *10/2013- 12/2014*

- Supervised implementation of all aspects of new rapid rehousing program
- Directly supervised 5 program staff
- Led community outreach, engagement and recruitment efforts in low-income communities across King County

Employment and Housing Coordinator *03/2012-10/2013*

- Designed and coordinated innovative new rapid rehousing program
- Provided coordinating referrals for an array of NH housing and employment programs
- Coached Employment and Housing Case Managers on rapid rehousing methods and strategies

Neighborhood House employment continued...

Employment Specialist/Vocational ESL Teacher *12/2007-3/2012*

- Designed, implemented and managed career-pathways program in collaborative partnership with Highline Medical Center and SEIUUnw 1199 union.

-Provided employment case management to Neighborhood House clients and public-housing residents, mostly immigrants and refugees

-Developed and taught Job-Readiness Training program and Vocational ESL classes

-Managed NH Greenbridge office location coordinating twenty employees and six service programs; supervising administrative staff

Community House Mental Health Services, Seattle, Wa.

Residential Counselor 06/2001-06/2004

-Housing Case Management for previously homeless clients at residential group home for mentally-ill adults

Downtown Emergency Service Center Seattle, Wa.

Residential Counselor 06/2000-01/2002

-Housing case management and counseling support for homeless single adults in various emergency shelters and “Housing First” facilities

EDUCATION AND OTHER ACTIVITIES

2012-2016 (Completed Summer 2016, 3.7 GPA) Seattle University

Master of Public Administration

Coursework focused on Political Communication, Urban Policy, Organizational Theory, Public Budgeting, Program Evaluation, and Grant Writing.

1994-1998 Seattle University

Bachelor of Arts in Psychology,

Minor in Philosophy, also completed multi-semester coursework in Spanish, Statistics, Advanced Calculus-level Mathematics, and Creative Writing

May 2012

Burst For Prosperity Financial Coaching Certification

60 hour course on financial coaching strategies with low-income clients

March-December 2007 TESL Express Teachers Academy

TESOL (Teaching English to Speakers of Other Languages) Certification

Sept-Dec. 2008 Antioch University

Case Management Best Practices Certificate (60 hour course)