

## Education:

**NORTHERN ILLINOIS UNIVERISTY, DeKalb, IL**

**Graduated December 2001**

- Bachelor of Science; Family Social Service

## Professional History:

**COMMUNITY FOUNDATION OF THE FOX RIVER VALLEY- Aurora, IL**

**September 2021-Present**

Scholarship Program Manager

- Prepare the universal scholarship program application utilizing the scholarship program software
- Develops relationships with the high schools and higher education institutions in the community, making them aware of the opportunities available
- Receives and responds to all inquires about the scholarship program from students, school personnel, fund advisors, and interested community members
- Communicates a positive image of the Foundation to build confidence and trust for the organization with stakeholders and the public

**VNA HEALTH CARE- Aurora, IL**

**July 2013-August 2021**

Director of Community Wellness

- Oversaw the development and implementation of Wellness programming consistent with company vision and sustainable health outcomes.
- Provided leadership to four state funded programs to ensure program goals, policy and procedures are met and budget requirements are kept.
- Responsible for hiring and mentoring a staff of over 40.
- Participated in local community networking and partner building.
- Monitored statistical and budget information, including productivity, to meet revenue targets for the Dental program.

Case Manager for the Family Case Management program

- Assessed client/family needs and planned care appropriately.
- Developed and maintained a caseload management system.
- Administered ASQ developmental screenings and EPDS depression screenings.

**KANE COUNTY HEALTH DEPARTMENT-Aurora, IL**

**September 2002-November 2010**

Maternal-Child Health Clinical Supervisor

- Provided leadership to the Family Case Management (FCM) and Teen Parent Services (TPS) programs to ensure program outcomes were met.
- Responsible for 14 staff members including case managers and support staff.
- Utilized various methods to develop and implement quality improvement activities to increase clinic productivity and staff efficiency.
- Assured monthly billing for the TPS program was completed accurately and submitted on time.
- Completed applications for the medical card for newly pregnant clients and assisted them as needed to help navigate the Medicaid system.
- Bachelor of Science; Family Social Service