LORRI D. JENKINS

[redacted] [redacted]

PROFESSIONAL SUMMARY AND PROFILE

Experienced Business Professional with 16 years of progressive experience leading, creating, developing and managing programs and operations. Ardent and committed educator with exceptional teaching, communication, problem-solving and analytical skills. Organized, strategic thinker focused on establishing quality programs that enhance learning and improve academic and professional opportunities for young adults.

- Relevant experience securing funding and maintaining strong relationships with foundations, government, corporations and private donors
- Excellent understanding of the barriers to success impacting under-served youth and communities; demonstrated commitment to working with and expanding learning and job opportunities for young adults
- Considerable knowledge of traditional and non-traditional learning environments, strategies and best practices; excellent understanding of the needs of diverse learners; relevant teaching experience in face-to-face and online settings
- Experience utilizing and shaping performance data systems to monitor and evaluate student outcomes, assess resource needs and ensure compliance and fidelity
- Substantial relationship and partnership building experience with school districts, community-based organizations, corporate and government entities, non-profit organizations and universities
- Expertise in program design, management, implementation and evaluation; practical experience managing complex programs and bringing them to scale; strong curriculum, workshop and conference programming experience
- Adept at assessing current operations and formulating actionable plans that enhance functionality; experienced in establishing infrastructure particularly adding systems, policies and procedures
- Excellent interpersonal (verbal/written), communication and presentation skills; demonstrated ability to understand and represent diverse viewpoints
- Visionary and experienced leader with strong development and influencing traits; demonstrated ability to manage and motivate volunteers and paid staff
- Significant experience in business planning and improvement, including operations and resource management; excellent understanding of sales, marketing and website development strategies
- Consummate planner, able to create vision, build strong teams and bring order to chaos

PROFESSIONAL EXPERIENCE

Illinois Violence Prevention Authority (IVPA) 2011- Present

Program Director, Governor's Neighborhood Recovery Initiative (NRI)

NRI is a $33.5M state funded violence prevention initiative that supports youth and community development through four key components: school-based counseling, reentry case management, youth employment and parent mentoring. Responsibilities entail developing policies and implementation strategies, as well as providing oversight for program operations and elements including: technical assistance and training; model implementation; data collection and evaluation; reporting; and maintaining quality assurance and compliance for 155 grantees. Duties also include supervising the work of an effective and collaborative team comprised of internal staff, consultants and providers; and providing strategic leadership and direction to agencies on fiscal and operations management.

- Work closely with steering committees, government agencies and private partners to shape programmatic vision and goals
- Resolve sensitive issues related to funding and grantee relations
- Represent the agency in various public and private forums

Adjunct English Professor Present and 2007 - 2010

Governors State University

Support departmental and university goals by providing quality instruction in writing and literature to graduate and undergraduate students. Experience includes teaching diverse student populations in online and traditional classroom settings.

- Integrate critical thinking and analysis as key elements of coursework and discussion
- Utilize student experience and diversity as tools to promote collaboration, cultural understanding and participation
- Enhance learning effectiveness by creating connection and value between classroom learning and daily activities

National Black MBA Association (NBMBAA) 2009 - 2011
National Program Manager - Youth Programs
NBMBAA is a national non-profit organization dedicated to increasing access to corporate opportunities and providing professional development to African American business professionals. Responsibilities included providing leadership and direction to a team of 60 mentor volunteers in the advancement and expansion of a multi-initiative youth program serving high school students in 44 domestic and international chapter programs. Program offered leadership training, personal development, academic support and scholarships to under-represented students.

- Built program infrastructure and realigned programming with learning objectives and curriculum
- Established key partnerships that enhanced program effectiveness and college readiness
- Developed support team, designed program and selected speakers for annual conferences and events
- Revamped annual youth conference and establish signature programs and processes

National Black MBA Association (NBMBAA) 2007 - 2011
National Program Manager - Career Services
Responsible for management of career improvement programs, which included planning, designing and implementing strategies for delivering custom leadership and professional development courses. Responsible for hiring and training staff for career center that served 12,000 attendees during annual conferences.

- Developed marketing and revenue strategies that expanded impact, supported operations and minimized costs
- Created successful center operations model that enhanced conference value, raised visibility, increased participation and secured long term sponsorship
- Evaluated program effectiveness and conceived new strategies for improvement

National Black MBA Association (NBMBAA)
Special Project – Corporate Partner Development Department Restructure
Selected by the CEO to assist with restructuring the sales/fundraising department. Team was charged with developing an effective sales model so that it created alignment between the organization's funding needs and sponsorship opportunities; improving the agency's image and relationships within the funding community; and meeting existing sales goals, while also maintaining other responsibilities.

- Secured over $600K in funding from sponsors within quarter; prepared sponsorship packages and proposals for target funders
- Lead the development and execution of internal and external communication strategies
- Significantly contributed to the creation and content of revamped marketing collateral
- Represented the organization in sponsorship events around the country to build relationships with funders and raise money

LDJ Consulting 2005 - 2007
Project/Program Management Consultant
Created strategic solutions for non-profit organizations and small businesses that improved operations, programs and marketing. Services entailed comprehensive planning and execution of educational programs, and projects.

- Evaluated business processes and policies and designed new models to enhance efficiency
- Created marketing and fundraising strategies and content (websites and collateral) that stimulated interest and sponsorship
- Secured and prepared speakers for events; collaborated with subject matter experts to enhance programs and projects

Writing & Test Preparation Instructor 2004 - 2006
Purdue University Calumet (Upward Bound Program)
Prepared under-served high school students for college readiness through intensive instruction in writing, vocabulary improvement and assessment test preparation.

- Created engaging assignments and activities that helped students to improve their writing skills
- Integrated critical thinking and soft skill development as core elements of classroom activity

- Utilized writing as a tool to support student success and development

Family Support America 2001 - 2005
Project Manager
Managed the execution and reporting of activities related to all major grants for non-profit organization. Key responsibilities entailed budget management, contract development, supervision of subcontractor deliverables and completion of all interim and final grant reports.

- Worked closely with senior management to plan and execute grant activities and source consultants
- Successfully managed relationships with foundation staff and senior executives
- Created processes and reported program status and achievements to senior leadership and funders

Ark Capital Management 1998 – 2001
Business Manager
Responsible for managing agency operations, investor relations and special projects for boutique venture capital firm specializing in providing start-up funding to entrepreneurs. Duties included revamping agency processes (deal intake, investment evaluation and accounting), ensuring timely receipt of portfolio company reporting; managing reports to investors, and supervising administrative staff.

- Developed and maintained essential relationships with senior executives and potential investors
- Planned and executed annual investor meetings and signature events for high profile constituents
- Worked closely with partners to develop marketing and fund raising strategies for second fund

EDUCATION

M.A. English - Governors State University – University Park, Illinois
B.A. English - California State University – Bakersfield, California

PROFESSIONAL DEVELOPMENT, MEMBERSHIP & VOLUNTEERISM

Professional Development: Completed the following courses at University of Illinois (Illinois Online Network) - online learning; student assessment and instructional design; faculty development course - Governors State

Membership: National Council of Teachers of English (NCTE) - Session Chair, 2004 & 2006
Conference on College Composition and Communication (CCCC)

Volunteer: Panelist 2010 College Smart Fair – Illinois Student Aid Commission (ISAC)
Principal for a Day 2009/2010 Morgan Park High School – Chicago Public Schools
Competition Judge 2009/2010 – Illinois Institute for Entrepreneurial Education (IIEE)
Board Member – Matteson Public Library, Matteson, Illinois