Mr. JAE JIN PAK

[redacted]
Ph: [redacted] * e-mail: [redacted]
linkedin: www.linkedin.com/in/jaejinpak * web: www.jaejinpak.com

PROFESSIONAL OBJECTIVE

To obtain a challenging position in supervisory and/or direct service capacity.

PROFESSIONAL EXPERIENCES

Prevention Specialist-Community Counseling Centers of Chicago Quetzal Center, Chicago, IL; March 1999 to December 2011.

- Conduct education presentations on sexual violence and related issues.
- Supervise interns in prevention/outreach activities.
- Presented for Law Enforcement, Physicians, Social services, Teachers, College and High School students.
- Create age appropriate educational materials.
- Coordinated 40hr Sexual Assault Crisis Intervention Trainings.
- Over 3,500 hours of presentation time and reached over 63,000 participants.
- Represent C4 services at community events and professional meetings.
- Participate on local and state wide committees to develop and organize various events and professional trainings.
- Maintain program social networking sites (Facebook, Twitter).
- Chair, Community Counseling Centers of Chicago (C4) Cultural Competency Committee: January 2008 to Dec 2011.
- Member, Community Counseling Centers of Chicago (C4) Agency Training Committee: January 2011 to Dec 2011.
- Member, Community Counseling Centers of Chicago (C4) Trauma Group: July 2005 to Dec 2011.
- Member, Community Counseling Centers of Chicago (C4) Safety Committee: March 2000 to December 2007.

Co-Chair/Member Grant Making Committee-Asian Giving Circle, Chicago, IL; 2007 to Present

- Review grant applications for funding eligibility.
- Lead grant making committee with co-chair in grant funding process.
- Coordinate site visits.
- Liaison between grant making committee, applicants and community stakeholders.

Residential Overnight Counselor-Safe Passage, INC., DeKalb, IL; April 1994 to July 1996.

- Provided individual, group counseling, advocacy, support and referrals.
- Conducted training for new staff, volunteers and interns.
- Involved in the development of residential and transitional programs.

Counselor/Advocate-Sexual Assault*Abuse Services (SA*AS), DeKalb, IL; May 1993 to January 1997.

- Provided support, counseling, information, referrals and advocacy services.
- Supervised and conducted trainings for new advocates.
- Served on Sexual Assault and Abuse Council.

ADDITIONAL SKILLS

- Disability Culture.
- Competent in Microsoft Office Suite (Word, Excel, Power Point).
- Competent in use of social networking sites including facebook, twitter, linkedin, youtube, foursquare and google+.
- Internet and online services such as drop box, box.net, doodle.com, eventbrite.com and surveymonkey.com.
- Networking, information and resources sharing.
- Knowledgeable on cultural competency.

EDUCATION & TRAINING

Bachelor of Science, May 1995
Northern Illinois University, DeKalb, IL
Major: Human & Family Resources: Family Individual Development

Mental Health First Aid Certification; 2011
Community Counseling Centers of Chicago; Chicago, IL

Advanced Youth Development Training; January 2004
Chicago Area Project; Chicago, IL

40 Hour Domestic Violence Hotline Training; April, 1997
Rainbow House/Arco Iris, Chicago, IL

40 Hour Sexual Assault*Abuse Crisis Intervention Training, May 1993
Sexual Assault * Abuse Services, DeKalb, IL

ACTIVE BOARDS/COMMITTEES

- IL Department of Children & Family Resources Chicago North Action Team: June 2009 to Present.
- IL Coalition Against Domestic Violence M.E.N. Committee: June 2008 to Present.
- Asians with Disabilities Outreach Project Think tank (ADOPT) Advisory Board: January 2010 to Present.
- Board of Directors Asian American Suicide Prevention Initiative: 2005 to Present.
- Board of Directors Illinois Caucus on Adolescent Health (ICAH): April 2007 to Present.
- Chicago Police Dept. Domestic Violence Subcommittee Dist. 23: 2004 to Present.
- Chicago Police Dept. Domestic Violence Subcommittees. Dist. 17 & 20: October 2002 to Present.
- Healthy Albany Park Coalition Steering Committee: June 2006 to Present.

FORMER BOARDS/COMMITTEES SERVED

- Healthy Albany Park Coalition Safety Committee: 2005 to 2010.
- Board of Directors Korean American Community Services (KACS): July 2004 to June 2007.
- Board of Directors Leadership Center for Asian Pacific Americans (LCAPA): August 2004 to June 2007.
- Latino Coalition for Prevention Sexual Violence Prevention Committee Co-Chair: 2005 to 2007.

AWARDS & RECOGNITIONS

- **2011 FoundAsian Award**-City of Chicago Commission on Human Relations Advisory Council on Asian Affairs, Chicago, IL May 2011.
  Recognition of contributions and commitment to helping to improve the lives of people with disabilities which positively effects the livelihood of all Chicagoans.
- **Certificate of Excellence**-Jane Adams School of Social Work Univ. of Illinois at Chicago, Chicago, IL; Nov 2010.
  For involvement and dedication to the IL Department of Children & Family Services Permanency Enhancement Initiative.
- **Annual Alumni Award**-Leadership Center for Asian Pacific Americans (LCAPA), Chicago, IL; May 2008.
  Recognition of achievements and leadership in the Asian Pacific American (APA) Community.
- **Plaque of Appreciation**-Huron Valley Martin Luther King Celebration Committee, Huron Valley, MI; January 2006.
  Recognition for ally work in anti-oppression work.
- **Certificate of Appreciation**-Ben Gordon Center Foundation, DeKalb, IL; November 1995.
  Recognition of work with Sexual Assault * Abuse Services.
- **Certificate of Appreciation**-Sexual Assault * Abuse Services, DeKalb, IL; May 1995.
  Recognized for outstanding and meritorious service.
- **Recognition of Service**-Safe Passage Inc., DeKalb, IL; April 1994.
  Recognized for providing over 500 hours of volunteer service.

REFERENCES

On request.
Linkedin Recommendations at www.linkedin.com/in/jaejinpak

[redacted] * [redacted] * P: [redacted] * e-mail: [redacted]
web: www.jaejinpak.com * linkedin: www.linkedin.com/in/jaejinpak

MR. JAE JIN PAK

[redacted] *

Ph: [redacted] * e-mail: [redacted]
linkedin: www.linkedin.com/in/jaejinpak
web: www.jaejinpak.com

September 20, 2012

Robin Tucker-Smith, Director
122 S. Michigan Avenue, #2009
Chicago, IL 60603

Dear Director,

Hope all is well. I am writing to learn more about the **"Director"** position at the Illinois Violence Prevention Authority.

I have 20 years of experience working in the Violence Prevention fields. I have worked as a crisis counselor, advocate, educator and ally. For the past 13 yrs I've held the position of Prevention Specialist, coordinating sexual violence prevention programs at Community Counseling Centers of Chicago (C4) Quetzal Center which was a member center of the IL Coalition Against Sexual Assault (ICASA) providing comprehensive services to survivors of sexual violence and their significant others.

I coordinated, developed and conducted the sexual violence prevention program. My responsibilities included conducting presentations, supervising graduate student interns and representing C4 at community events. I have collaborated with universities and social justice organizations including, but not limited to Loyola, DePaul, University of IL Chicago, Northeastern, Truman College, IL Coalition Against Domestic Violence Men Endorsing Non-violence Committee, IL Division of Rehabilitation Services, and Chicago Police Department. I was fortunate to be awarded the 2011 FoundAsian award from the City of Chicago Commission on Human Relations Advisory Council on Asian Affairs for my work to improve the lives of Asians with disabilities.

I have established a large network of professionals from various fields. This has proven to be an asset in locating resources and to distribute information about sexual/domestic violence issues to those who may not be directly connected to these issues.

I feel I would be an asset to your team because of my extensive experience, connections in diverse communities, and understanding of the dynamics pertaining to violence and related issues.

Please find a copy of my resume' attached for your review. Please contact me with any questions at [redacted] or via e-mail at [redacted] I look forward to hearing from you

Sincerely,

[redacted]

Jae Jin Pak

Salary Request: $38,000

Robert E. AGNOLI, LCSW, CPAIP

[redacted]

OBJECTIVE

To obtain an administrative position in a social service organization that would utilize my organizational, program development, and leadership skills.

EDUCATION

Loyola University of Chicago
Chicago, Illinois
Masters of Social Work

Illinois Benedictine College
Lisle Illinois
Major: Psychology
Minor: Sociology

PROFFESIONAL EXPERIENCE

08/92- Present **Domestic Violence Program Coordinator**
The Salvation Army Family and Community Services
Chicago, Illinois

- Developed and currently manage the day to day operations of The Partner Abuse Intervention Program, an Illinois Protocol approved educational program for perpetrators of intimate partner violence. This includes the supervision of staff, writing of grant proposals, management of the budget, compiling statistical data, facilitation of the groups and completing intake assessments.
- Provide individual, couples, and family therapy in English and Spanish.
- Supervise social work interns and licensed social work staff.
- Trainer for professionals and the community on a variety of topics including domestic violence, risk assessment and anger management.
- Participate, as a member of the administrative team in the development and implementation of policies and procedures and strategic long term plans.
- Participate in Council on Accreditation pre-site application and site visit.

6/02-12/05 **PAIP Co-facilitator**
PARTNERS for Non-Violence
Joliet, Illinois

- Co-facilitated an educational group for male perpetrators of intimate partner violence.

02/95-11/95 **Supervisor**
The Davis Center
Glen Ellyn, Illinois

- Provided supervision and consultation to Master's level staff in a private practice setting.
- Provided in-home counseling services to families involved with the Illinois Department of Children and Family services.

05/88- 05/91 **Social Worker**
Alden-Lakeland Nursing Center
Chicago, Illinois

- Performed a variety of social services for 300 residents of a long term care facility and their families including grief counseling, Medicaid application assistance, discharge planning and crisis intervention.
- Developed the social service protocols for the first HIV/AIDS unit in a Chicago long term care facility

PROFFESSIONAL ASSOCIATIONS

- Serve as a member of the Chicago Police Department District 8 Domestic Violence sub-committee and the Circuit Court of Cook County Partner Abuse sub-committee.
- Serve as a member of the Illinois Certified Domestic Violence Professionals, inc. Board including a two year term as President. As a member, assisted in the development of the Certified Partner Abuse Intervention Professionals credentialing exam.
- Co-founder of the Partner Abuse Intervention Services Coalition of Illinois, a statewide organization that is dedicated to improving accountability for Partner Abuse Intervention Programs by providing technical assistance and training and working collaboratively with other coalitions to address legislative issues that impact survivors of domestic violence.

ADVANCED TRAININGS

- Domestic Violence 40 hour certification
- Creating a Process of Change for Men Who Batter- Duluth Model
- Emerge Model
- Critical Incident Stress Management

Robert E. Agnoli
[redacted]

September 26, 2011

Illinois Department of Public Health
122 South Michigan Avenue, Suite 2009
Chicago, Illinois 60603

Dear Sirs:

I became aware of the opening for the Director position for the Illinois Violence Prevention Authority through the Illinois Coalition Against Domestic Violence weekly mailing. I have twenty years of experience as a clinician, most of which has been in the provision of services to perpetrators of violence as well as those impacted by violence. This has given me perspective on the issues facing violence prevention and intervention in the State of Illinois. As the Domestic Violence Program Coordinator for The Salvation Army Family and Community Services, I have developed policy and procedures for the domestic violence program, collected and maintained program data, tracked statistical and outcome information for funders and written grant proposals. I currently serve on several state and county level committees and boards that focus on system and legislative advocacy and the professionalization of the field of domestic violence intervention. As a highly rated professional trainer, I have spoken at local and national conferences on topics such as violence risk assessment, the impacts of violence on children, and bias crimes.

My professional experience as a program coordinator, advocate, and trainer will be an asset in assisting the Illinois Violence Prevention Authority in the coordination of statewide services, strategic long term planning, and delivery of violence prevention education. I believe that my service on committees has allowed me to work collaboratively with various entities in meeting common goals of reducing violence or improving service delivery. This work would allow me to work effectively with State legislators and other organizations in addressing violence intervention and prevention issues.

I believe that the Director position offers the opportunity for personal and professional growth and the challenges that I am looking for. The Director position would allow me to maintain my commitment to preventing violence through education, public policy development, and coordinating efforts. Thank you for your consideration.

Sincerely,

Robert E. Agnoli, LCSW CPAIP

Fitzgerald Craan

[redacted]

Summary of Experience

Public Health professional with more than 10 years experience in managing multiple departments. Outstanding skills in analysis, problem solving, and effectively motivating staff to implement tasks in a spirit of collaboration.

Skills and Accomplishments

- Skilled at managing day-to-day office activities, establishing priorities, monitoring supervisors, troubleshooting, and conflict resolution
- Knowledgeable in statistical analysis and research
- Ability to motivate staff by providing environment conducive to open communication and opportunities for professional development
- Proficient in budget preparation, strategic planning, quality improvement, and program development for health care facilities
- Excellent project planning, communication, and follow through skills
- Effective at developing sustainable relationships with internal management, employees, and patients based on expertise and trust
- Developed policies and procedures in preparation for NCCHC accreditation
- Acknowledged with National Award for #1 Coding in Medical Records

Publication: Craan, F., and Oleske, D.M. Medical Information on the Internet: Do you know what you are getting? Journal of Medical Systems 2002 Dec; 26(6) 511-18.

Awards/ Honors: Americorp Service Award (1998), Congressional Award- State Representative Mary Flowers (1998), Health Professional Partnership Initiative Fellow (2001-2003), Congressional Award- State Senator Jacquiline Collins (2003-2004)

Computer Skills: Microsoft Office, Blue Chip/Rumba, Image/CICS, DSI, SAS and SPSS Statistical Software

Professional Experience

St. Sabina Church, Chicago, IL **2011- Current**

IVPA Special Project Manager: Responsible for overseeing a **$1.5M** grant for violence prevention in Auburn-Gresham and West Englewood communities

- Manage 14-bed transitional shelter for homeless young adults 18-35 yrs. of age
- Manage all programs at 3 facilities for special grant (St Sabina, ARK, and ERC, Beloved Community)
- Teaches Basic Math in GED program

Juvenile Temporary Detention Center of Cook County, Chicago, IL **2007 – 2010**

Cermak Health Services average 350 residents in the JTDC facility

Assistant Administrator of Medical Department: Responsible for managing 40 employees, budgeting, payroll, and operations

- Developed policies and procedures for NCCHC accreditation
- Continuous Quality Improvement – Understanding barriers to Care
- Improved the Clinic flow for Medical, Dental, and Mental Health Clinics
- Managed 3Million dollar contract with Isaac Ray Center for Mental health services

John H. Stroger, Jr. Hospital of Cook County, Chicago, IL **2004 – 2007**
State of the art 464-bed hospital designed to provide the most advanced medical care and increase efficiency
Assistant Administrator of Professional Affairs: Managed 10 departments, 243 employees in clinical and non-clinical departments

- Reduced overtime for 10 departments by 50%
- Received National award for #1 coding Medical Records Department
- Increased Revenues for hospital by 25%

Rush University Medical Center, Chicago, IL **2000 – 2003**
A not-for-profit academic medical center encompasses a 676-bed hospital
Project Manager/Instructor/Research Assistant

- Created online courses for Epidemiology and Biostatistics using Blackboard
- Performed statistical analyses for low back pain and breast cancer study
- Lectured in Epidemiology and Biostatistics classes
- Prepared for ACHESA accreditation

Education and Training

The University of Illinois at Chicago	**Chicago, IL**
PhD in Public Health, Health Policy Administration	2000 - 2004
Master's in Public Health, Health Information Management	1997-1999
Bachelors of Science, Biology	1991-1994

Professional Affiliations

Haitian American Professional Network
American College of Healthcare Executives
American Health Information Management Association
American Public Health Association
National Commission on Correctional Healthcare
National Association of Health Services Executives

Personal Activities

Member, Kappa Alpha Psi Fraternity, Inc.
Instructor/ Facilitator, Pagoda Ryu Marital Arts-2nd Degree Black Belt
Ministry Leader, St. Sabina Church, Armorbearer to Pastor Michael L. Pfleger-
Involved in Social Justice and Violence Prevention Projects for over 10 yrs.
Board of Directors, Styles4Girlz NFP
Mission Trips: South Africa 2005, Haiti 2010, and Nigeria 2012

DPH.HRRecruiter

From: Fitzgerald Craan [redacted]
Sent: Friday, October 05, 2012 12:15 PM
To: DPH.HRRecruiter
Subject: IVPA Director Position
Attachments: Fitz Resume2012.doc

Hello

Attached is my resume for the Director Position of IVPA. I have many years of experience dealing with violence prevention and social justice working alongside with Pastor Pfleger for many years in the Auburn Gresham and Englewood communities. My background is in Public health and I have worked at Stroger hospital and Juvenile Detention Center and gained much knowledge about violence and the different dynamics that contribute to it in different communities across this country. I have extensive statistical and technical background that would also contribute to being successful in this position. I look forward to hearing from you about this position. References available upon request. Thank you for your consideration.

Fitz

Fitzgerald Craan, PhD
IVPA Special Project Manager
W (773) 783-3760
C [redacted]

VICTORIA DIPROVA, MA

[redacted]

[redacted] mobile

[redacted]

Summary

Non-Profit Executive with proven success in shaping and achieving organizational strategic goals by engaging and energizing key internal and external constituents. In-depth resource development and program management success, leading projects from conception to implementation and completion. Extensive experience in Board development, public speaking and relations, training, partnership building, advocacy and government relations.

EXPERIENCE

5/08—4/12

NATIONAL ASSOCIATION OF WOMEN LAWYERS, Chicago IL

EXECUTIVE DIRECTOR

Directed all aspects of the countries' oldest women's legal association devoted to the mission of serving women in and under the law. Developed and monitored an annual budget of over $1,000,000. Supervised staff of 4 employees, and over 200 volunteers working on 16 standing committees. Worked with 17 member board of directors, and over 5000 members. Served as sole development officer with the responsibility of maintaining and developing relationships with an average of 49 Annual Sponsors (including major corporations and members of the AMLAW 200), and prospecting for new sponsors. Other responsibilities included all aspects of financial management, program development, strategic planning, development of collaborative partnerships and strategic alliances with other associations, work on nationwide public policy and advocacy initiatives, media relations, and the management of 3 major yearly events.

8/07—Present

NON-PROFIT CONSULTANT, Chicago IL

Provide contractual consulting in the areas of strategic planning, board development, fundraising, program management, diversity and inclusion training and clinical consultation. Clients include the Consumers Advancing Patient Safety, Season of Change Fitness, McLean County AIDS Taskforce, Between Friends (battered women's shelter), and the National Runaway Switchboard.

5/01—8/07

RAPE VICTIM ADVOCATES, Chicago IL

EXECUTIVE DIRECTOR

Managed all aspects of a non-profit agency that provides 24-hour crisis intervention, medical and legal advocacy, and counseling to survivors of sexual assault and abuse, and professional and prevention education to the general public. Developed and monitored annual budget of $850,000. Supervised staff of 17 employees and over 100 volunteers. Worked with 13-member board of directors. Sole development officer with responsibility of all grant writing, reporting and management, individual donor program, and special event coordination. Other responsibilities included program development and evaluation, strategic planning, media relations, development of collaborative partnerships and strategic alliances with other agencies, hospitals, law enforcement, and city and state-wide coalition work on public policy and institutional advocacy initiatives.

4/00—5/01

ALTERNATIVE HEALTH PARTNERS, Chicago, IL
INTERIM EXECUTIVE DIRECTOR
DIRECTOR, PSYCHOLOGICAL HEALTH SERVICES
Served as Interim Executive Director (for 5 months during the Executive Director's illness and departure) of a not-for-profit agency that provided both traditional and alternative medicine therapies to the elderly and people living with HIV/AIDS and other chronic illnesses. Supervised staff of 37 employees and 50 volunteers in four medical clinics. Worked with 12-member board of directors. Monitored annual budget of $1,200,000. Developed and maintained strategic relationships with other organizations and healthcare institutions. As Director of Psychological Health Services, developed and coordinated the counseling, evaluation and training components of the agency. Provided individual, couples, family and group therapy.

8/97—4/00

LESBIAN COMMUNITY CANCER PROJECT, Chicago, IL
EXECUTIVE DIRECTOR
Managed all aspects of a non-profit agency that provides education and outreach, medical, psychological and supportive services to women living with cancer. Supervised staff of 4 employees and over 100 volunteers. Developed and monitored annual budget of $350,000. Other responsibilities included program development and evaluation, grant writing and reporting, strategic planning with 17-member board of directors, and development of collaborative partnerships with other organizations, foundations, and corporate sponsors.

1/88—8/97

TEACH 'EM MULTIMEDIA SERVICES, Chicago, IL
MANAGER, AUDIO AND VIDEO PRODUCTION
Supervised staff of 11 employees and 75 freelance contractors for a company that produces audio and video education programs for more than 150 professional associations for an annual billing of $2,800,000. Negotiated all client contracts, directed on-location productions nationally, and coordinated marketing of products and customer service to client's members. Clients included the American Bar Association, the American Library Association, and the American Hospital Association.

EDUCATION

THE UNIVERSITY OF CHICAGO, Chicago, IL
SCHOOL OF SOCIAL SERVICE ADMINISTRATION
Master of Arts, Administration and Clinical Social Work, June 1997

COLUMBIA COLLEGE, Chicago, IL
Bachelor of Arts, Communications, June 1987

LICENSURE

LICENSED CLINICAL SOCIAL WORKER
State of Illinois, 2000—Present (currently on inactive status)

PUBLICATIONS

THE ABA PRESIDENT's COMMISSION; *THE FUTURE OF DIVERSITY IN THE LEGAL PROFESSION; NEXT STEPS*
2010, American Bar Association Press

PRESENTATIONS

REPORT ON THE ABA PRESIDENT's COMMISSION ON THE FUTURE OF DIVERSITY IN THE LEGAL PROFESSION
Minority Corporate Counsel's Annual Meeting, New York City, November 2009

MINORITY AND SPECIALTY BAR ASSOCITAIONS: DEVELOPING A POLICY OF INCLUSITIVY
The National Association of Bar Executives Mid-Year Meeting, Boston, February 2010

SECONDARY TRAUMA AND ITS IMPACT ON DIRECT SERVICE ORGANIZATIONAL MANAGEMENT
Illinois Coalition against Sexual Assault Statewide Conference, Springfield, March 2005

SEXUAL VIOLENCE PREVENTION: BUILDING LEADERSHIP AND COMMITMENT TO UNDERSERVED COMMUNITIES
A Live Satellite Broadcast Sponsored by the Centers for Disease Control and Prevention, National Injury Prevention and Control Division of Violence Prevention. Moderator and Co-Host of Downlink, along with the U.S. Department of Health and Human Services, Office on Women's Health, Region V, Chicago, April 2003

THE DEAF AND HARD OF HEARING COMMUNITY AND SEXUAL ASSAULT AND ABUSE
Moderator and Co-Host, along with the U.S. Department of Health and Human Services, Office on Women's Health, Region V, Chicago, June 2002

CULTURALLY COMPETENT SEXUAL VIOLENCE PREVENTION EDUCATION FOR MIDDLE- AND HIGH- SCHOOL STUDENTS
Centers for Disease Control and Prevention's 2nd Annual Conference on Sexual Violence Prevention, Chicago, May 2002

DEVELOPING COMMUNITY, PUBLIC AND PRIVATE PARTNERSHIPS
Gay and Lesbian Medical Association Conference on Lesbian Health, San Francisco, June 2001; and at the Gay and Lesbian Medical Association Annual Conference, San Diego, September 1999

PROFESSIONAL AFFILIATIONS

NATIONAL ASSOCIATION OF BAR EXECUTIVES
Co-Chair, Diversity and Inclusion Committee, March 2009—April 2012

CHICAGO FOUNDATION FOR WOMEN
Lesbian Leadership Council Member, 6/04—Present
Safe State Initiative Public Relations Committee, 12/06—7/07

NATIONAL ASSOCIATION OF SOCIAL WORKERS
Member, 9/95—Present

October 9, 2012

Illinois Violence Prevention Authority
Illinois Department of Public Health
122 S. Michigan Avenue, Suite 2009
Chicago, IL 60603

Dear Hiring Director:

I am writing to be considered as a candidate for the open Director position at the Illinois Violence Prevention Authority (IVPA). I am very familiar with IVPA through my professional and philanthropic work in Chicago's non-profit sector, and my participation in the field of sexual assault services, prevention and education. I strongly support IVPA's vision and mission to provide a comprehensive, culturally competent collaborative public health and public safety approach to the prevention of violence. I believe my professional experience matches what you are looking for in this important staff role.

As an overview of my experience, I have a strong commitment to the improving the lives of children, women, and men through the dissemination of knowledge, equitable care, systems change, and social justice, as well as helping both individuals and organizations reach their potential. In Chicago I have led non-profit organizations that have focused on the direct service and advocacy needs of individuals through the provision of public and professional education, healthcare, counseling, and systems and public policy change. I have been responsible for the development of culturally competent curriculum, collaborative partnerships, program development and evaluation, and all aspects of resource development and financial management. I have also developed model volunteer management and mentoring programs. Additionally, I have extensive media and public speaking experience. At Rape Victim Advocates (RVA) I was a go-to resource for local and national media regarding sexual violence issues, and have performed many national public-speaking engagements on behalf of the National Association of Women Lawyers (NAWL) regarding equitable pay and legal rights for women, and diversity and inclusion in the legal profession.

As the Executive Director of Rape Victim Advocates (RVA), I worked extensively with city and state-wide coalitions, government agencies, and other stakeholders to improve client access to and treatment within the medical and criminal justice systems. As in most cases of violence, there was significant overlap in the areas of domestic violence, elder abuse, the disabled community, and bullying. Working collaboratively, RVA provided appropriate service referrals, mutual advocacy, and joint education. During my tenure I worked frequently with the City of Chicago and Cook County's Department of Health, Corrections, Police Department and State's Attorney's Office to provide education and training on the complexity of these issues. I also presented multiple workshops with the U.S. Department of Health and Human Service's Office on Women's Health Region Five and the Centers for Disease Control and Injury Prevention such as *Sexual Violence Prevention: Building Leadership And Commitment To Underserved Communities; Culturally Competent Sexual Violence Prevention Education For Middle- And High- School Students; And The Deaf And Hard Of Hearing Community And Sexual Assault And Abuse.*

In my most current position as the Executive Director of the National Association of Women Lawyers (NAWL) I directed all aspects of the countries' oldest women's legal association devoted

to the mission of serving women in and under the law. This role included a significant amount of political advocacy and policy work. During my time there I oversaw several committees that created and signed on to multiple amicus curiae, and testified in front of the Senate Judiciary Committee on behalf of Justices Sotomayor and Kagan. I also served on the The ABA President's Commission; *The Future Of Diversity In The Legal Profession; Next Steps.* This report created a series of best practices, on which I gave panel presentations to several audiences.

In all of the positions described above, I led the agencies through Strategic Planning and Organizational Audit work; as a part of this work I significantly increased agency capacity and financial stability in spite of level funding through careful evaluation of expenses and the development of earned income streams. As a result, I have excellent supervisory, organizational, analytic and communications skills.

Throughout my career I have volunteered my time (and served as a paid consultant) to provide professional development and mentorship to staff, and technical assistance to emerging and growing organizations in the areas of strategic planning, diversity and inclusion training, program development and evaluation, volunteer management, secondary trauma consultation, and financial efficiency analysis.

In addition to my responsibilities at these organizations, I have served in a variety of capacities with the funding community, including work with the City of Chicago's Public Health Department, the Donor's Forum's Funding for Lesbian and Gays Issues Group, the Chicago Foundation for Women's Lesbian Leadership Council and Safe State Initiative's Public Relations Committee, and the Illinois Coalition Against Sexual Assault's Governing Body and Contracts Review Committee. In these roles, I have developed extensive experience reviewing agency proposals and budgets, served as a spokesperson, and have come to understand the roles and needs of a both a potential grantee and the funder in the funding process.

My executive management experience in the non-profit setting combined with my knowledge and participation in the funding process, along with my commitment to social change advocacy and building partnerships makes me an excellent candidate for a leadership position at the Illinois Violence Prevention Authority. I welcome the opportunity to discuss your needs and my background further at your convenience. I can be reached at the number/email address below.

Sincerely,

Vicky DiProva
[redacted]
Mobile: [redacted]

CURRICULUM VITAE

***Kathy J. Webb* MPA, OTR/L**

[redacted]

[redacted]-Cell

EMAIL: [redacted]

OBJECTIVE

To obtain a challenging position utilizing experience combined with exceptional management, interpersonal & communicative skills.

PERSONAL PROFILE

- Success/goal-oriented with ability to work effectively in a broad range of roles with a variety of people.
- Motivated with strong managerial and leadership qualities.
- Well-organized, creative thinker; excellent communication skills.

EDUCATION

ROOSEVELT UNIVERSITY, **Master's Degree: Public Administration,** 1994

CHICAGO STATE UNIVERSITY, **Bachelor of Science: Occupational Therapy,** 1987

GOVERNORS STATE UNIVERSITY, **Doctorate Occupational Therapy,** (Current)

Licensure

ILLINOIS LICENSE, **Occupational Therapy,** 1987

CERTIFICATIONS

UNIVERSITY OF CHICAGO GRAHAM SCHOOL OF BUSINESS, **Clinical Trials Management,** 2010

Certification program focusing on GCP, ICH guidelines, FDA regulations, site and clinical monitoring, statistical concepts and data analysis. Includes observational internship and evidence based documentation.

ILLINOIS DEPARTMENT OF HUMAN SERVICES, **Early Intervention Specialist (Occupational Therapy/Developmental),** 1998-2006

Certificate of Training

- Observation Study, IRB 2010
- Writing to Enhance Evidence Based Medicine, 2010
- The Drug Development Process, 2008
- Statistical Concepts for Clinical Research, 2008
- Fundamentals of Site Management, 2008
- Fundamentals of Clinical Monitoring, 2008
- Good Clinical Practices , 2008
- Sensory Integration 101, 2006
- ADHD, Aspergers, OCD and Tourettes: Advanced Strategies, 2006
- What Neuroscience Teaches us about Learning Difficulties, 2006

PROFESSIONAL AND WORK EXPERIENCE

2012
Less Fortunate Project
Member at Large
Assist with grant writing and policy development for nonprofit organization that provides assistance for troubled youth.

2010-2011
Chicago State University Adjunct Instructor
Providing Instruction for Master Degree Students in the Occupational Therapy Program in both classroom and clinical study.

2010-Present
Governors State University
Doctoral Student

2009-2011
PRN Skilled Care
Chicago, Illinois
Responsible for patient evaluation ,treatment and management of therapy staff including Occupational, Physical and Speech . Experience with program management and development.

2008
Wright College
Advisory Board Participant
Chicago, Illinois
Participation in the development of the OTA curriculum.

2008
Wright College
Guest Lecturer
Chicago, Illinois
Provide lecture to Occupational Therapy students on the subject of sensory integration/sensory motor.

2011-Present
TRICARE REHAB
DIRECTOR OF REHABILITATION
Chicago, Illinois
Responsible for management of therapy staff and program development within the healthcare facility. Work closely and collaborate with other disciplines to ensure continuity of care for the patients.

2010-2011
CHICAGO STATE UNIVERSITY
ADJUNCT INSTRUCTOR OCCUPATIONAL THERAPY
Chicago, Illinois
Instruction provided to Occupational Therapy students at the Masters' Degree level in both the classroom and clinical arena. Focus on theory and evidence-based practice as well as clinical application.

1999-2010
QUALITY THERAPY, P.C.,
CLINICAL DIRECTOR
Chicago, Illinois
OCCUPATIONAL /DEVELOPMENTAL THERAPIST/CONSULTANT
Provide therapeutic services for Individuals with Developmental, Physical and Mental/behavioral disabilities. Responsible for overall administrative duties, selection and retention of staff, budget review and development, of policies and procedures. Work closely with various agencies and physicians with regards to patient care, participation in IDPH surveys, CMS protocols relating to therapeutic services and obtaining a referral base.

1999 - 2006
QUALITY THERAPY, P.C.,
CLINICAL DIRECTOR
Chicago, Illinois
EARLY INTERVENTION SPECIALIST/PEDIATRICS
Evaluate infants/children (Physically, Behavioral and Developmentally Delayed) enrolled in 0-3 based therapeutic program home and center based. Supervision of C.O.T.A.'s, implement goals and treatment programs utilizing various theoretical frames of treatment conducive to the child's needs. Provides administrative duties ie staff and program development, marketing, selection/retention of staff and financial operations.

1997 - 1999
(AGENCY - ITINERANT) Chicago, Illinois
SUPERVISING CLINICIAN
Working in the area of pediatrics, contractually, for the Chicago Public Schools system. Supervision of C.O.T.A.'s. . Provided direct treatment to school based children, conducted reevaluations for children currently enrolled in the O.T. program. Provided in-service to other disciplines as related to the aspects of school based Occupational Therapy.

Chicago, Illinois

1997 - 1999
PEDIATRIC OCCUPATIONAL THERAPIST
Evaluated infants/children (Developmentally Delayed) enrolled, or pending enrollment in a 0-3 based therapeutic program (home based). Supervised C.O.T.A.'s, implemented goals and treatment programs utilizing NDT/SI approaches or other theoretical frames of treatment conducive to the child's needs.

1996 - 1997
POST CARE, Chicago, Illinois
LEAD THERAPIST
Supervised C.O.T.A. and Therapy Students. Reviewed/monitored, and assisted in the write-up of staff development related to compliance with facility and Medicare guidelines. Responsibilities included attending Medicare, UR, and daily meetings to ensure quality standards of patients care. Provide in-servicing to other disciplines related to Orthotic application, splint fabrication, positioning and other aspects of Occupational Therapy.

1995 - 1996
OLIVE HARVEY COLLEGE, Chicago, Illinois
INSTRUCTOR OF OCCUPATIONAL REHABILITATION AID COURSE
Conducted a twelve-week course provided for health care professionals to develop and/or expand their awareness of occupational rehabilitation with emphasis on the physical, mental, and social components that interfere and/or are necessary to carry out ADL tasks. Students received lecture, lab, and clinical experience and upon completion, were eligible to sit for the State examination

1992 - 1999 Chicago, Illinois
INDEPENDENT CONTRATOR,
HOME CARE THERAPIST CONSULTANT (Various agencies)
Supervised C.O.T.A.'s (if applicable). Evaluated and implemented patient treatment with emphasis on the patient's biological, psychological, and socioeconomic status in providing care specific to the patient's needs. Development of patient programs along with agency program development to ensure superior operational procedures.

1992 - 1993
COMPREHENSIVE THERAPEUTICS, Chicago, Illinois
NURSING HOME CONSULTANT
Developed and implemented treatment plans for nursing home residents in various facilities in the Chicago Metropolitan area and suburbs. Worked closely with Nursing Home administrators on program development. Evaluated resident progress quarterly. Reviewed/monitored staff documentation and its compliance with Medicare guidelines.

1992 Chicago, Illinois
THERAPY NETWORK OF ILLLINOIS/Norwegian American Hospital,
DIRECTOR OF PHYSICAL MEDICINE & REHABILITATION
Directed Physical and Occupational Therapy Departments. Recruited, hired and trained staff. Developed and implemented the Rehab Department's performance plan specifying program goals and objectives including the department's equipment needs, the facility's rehab budget goals, staffing, objectives, policy and procedure development, quality assurance programs, etc. Lead the Rehab Department's marketing program internally and externally to physicians and other contact points attracting rehab and outpatients to increase revenues.

1990 - 1992
SCHWAB REHABILITATION CENTER, Chicago, Illinois
COORDIATOR OF OUTPAITENT OCCUAPTIONAL THERAPY
Coordinated Quality Assurance and Total Quality Management. Worked closely with speech and physical therapist to improve operational procedures and increase outpatient revenues. Directly supervises outpatient occupational therapists. Coordinated the Outpatient Department's participation in patient care planning meeting, utilization reviews and staff meetings.

1989 - 1990
WESTLAKE COMMUNITY Melrose Park, Illinois
OCCUPATIONAL THERAPIST
Evaluated, provided treatment planning and implementation of functional tasks for acute/rehab populations. Developed treatment plans for patients with orthopedic conditions, strokes and other neurological conditions. Coordinated patient treatments with outside agencies.

1987-1989
WESTSIDE VA HOSPITAL Chicago, Illinois
Chicago, Illinois
OCCUPATIONAL THERAPIST (PSYCHOSOCIAL)
Responsible for the evaluation and implementation of psychological based Occupational Therapy treatment for both
In/out patients with such mental disorders as PTSD, Depression, Schizophrenia, Schizoaffective, Bipolar etc.

PROFESSIONAL AFFLIATIONS

- A.O.T.A., American Occupational Therapy Association
- WFOT-World Federation of Occupational Therapist

REFERECES PROVIDED UPON REQUEST

Kathy J. Webb

[redacted] * [redacted]

Illinois Violence Prevention
Robin Tucker-Smith
122 S. Michigan Avenue, #2009
Chicago, IL 60603

Dear Ms. Tucker:

I am interested in exploring the possibility of joining your organization as Director of The Illinois Violence Prevention Authority. Please find my CV enclosed; it will furnish you with information relative to my education, experience and abilities. References and any additional information are available upon request. As my resume indicates, I have experience in a myriad of areas and believe that I have the skills that you seek for this position.

My degree in Occupational Therapy, which is a health and human service occupation , has afforded me to experience a broad arena of clients, various disciplines and opportunities. In addition to this, my background in public administration has given me the business, management and, leadership experience needed to effectively engage in program/project development.

In the past, I have secured individual contracts with various agencies working with vulnerable populations including at-risk youth. I am currently pursuing a doctorate degree with my area of concentration being that of youth violence. This, coupled with my experience working in the psychosocial arena as an occupational therapist in the Chicago Public School system will prove to be an asset to your organization. In addition to this, I am an advocate of decreasing the marginalization and occupational deprivation which these youth encounter which is thought to be a contributor to youth violence. I believe that the success of these youth can be enhanced through purposeful activities. " It is through participation, we acquire skills and competencies, connect with others and the community, in addition to finding purpose and a meaning in life" (Brunner et al., 2012).

I pride myself on my contributions to the workplace in addition to my team approach and leadership. Above all, I bring to you compassion and dedication which I would also like to bring to the aforementioned position . I can offer you the following qualifications:

- Excellent organizational skills, a dependable, flexible individual with a professional attitude.
- Exceptional communication skills

- The ability to recognize problems, evaluate alternatives and implement positive solutions; Excellent management and analytical skills.

- Compassionate, respectful and dedicated with a willingness to serve.

Realizing that this summary cannot fully communicate the benefits that I can provide to your organization, I would appreciate the opportunity to speak with you personally.

I thank you for your consideration and look forward to your reply.

Sincerely,
Kathy J. Webb