

EDUCATION

Candidate Masters in Christian Leadership, *Gordon Conwell Theological Seminary* (2017-present)
B.S. in Business Administration, *University of Phoenix* (2016)

WORK EXPERIENCE

Program Administrator	LHI Logistics	2021-Present
Senior Director Community Development Program 2004-2013		NC Rural Center
Senior Community Development Grants Program Director Affordable Housing Group)		Mosaic Development (formally The 1997-2004
Women's State Director/Policy Convention	Church of God of Prophecy	2017-Present

EVIDENCE OF LEADERSHIP

LEADERSHIP

- Managed Federal and state funding opportunities
- Assisted in developing affordable housing in NC
- Performed tasks related to strategic, instructional, cultural, managerial, external development and micro-political leadership as a community development advocate and trainer
- Interviewed potential candidates for employment.
- Assisted in establishing a safe and orderly learning environment.
- Home ownership Training Facilitator.
- Grant writing Facilitator and Training on federal and state funding
- Aided in the development of the CDC's budget and provided customer service staffing recommendations.
- Customer Service capacity building and growth
- Observed and trained Community Development leaders and provided feedback for fundraising and community activities.
- Evaluated grant writing data to improve instruction.
- Presented CDC data analysis and data driven instruction to leadership.
- Provided coaching and mentoring to Women in Ministry leaders, to recognize their strengths and weaknesses for continuous improvements.
- Assisted with evaluation of current tax obligations for the tax payers of Cabarrus County
- Interviewed candidates for tax recommendations
- Fundraising and lobbyist activities

SENIOR DIRECTOR GRANTS PROGRAM

- Wrote and managed state and federal grants
- Provided lobbyist activities for grant funding
- Provided Individual grant writing to Community Development Corporations
- Provided Individual and group grant management training.
- Established a Curriculum and Instruction manual for grant writing.

Grants Program Director

- Established a curriculum and Instruction manual for homeownership Counseling and housing counseling.

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- Provided homeownership counseling training to Community Development Counselors in NC and South Carolina
 - Provided technical assistance to various groups in North Carolina
 - Provided community networking and housing development training
 - Provided grant writing and grants management with HUD (Federal and State Funding)
 - Provided Grants Budget and Financial Management to local CDCs.

Women's State Director/Advisory Policy Committee

- Plan and organize conferences and retreats
- Train other ladies in leadership development and fundraising
- Provide leadership in developing policy and procedures for statewide church organization