

HIGHLIGHTS OF QUALIFICATIONS

- Public Administration and Not-for-profit management
- Successful human resources management and staff development
- Ability to work with community and professional groups
- Successful proposal and program development
- Excellent writing, communication and organizational skills
- Budgeting and business contract negotiations

EDUCATION

Post-graduate Studies in Recreation and Parks and Public Administration, Indiana University, Bloomington, IN.

M.S. in Recreation and Park Administration, Southern University, Baton Rouge, LA. B.S. in Health and Physical Education, LeMoyne-Owen College, Memphis TN.

PROFESSIONAL CAREER EXPERIENCE

PINNACLE AIRLINES CORP, Memphis, TN

FLIGHT ATTENDANT

July 2011 - Present

Responsible for conducting flight operations in strict compliance of company and federal regulations. Ensure that passenger needs are met with regard to safety and comfort. Coordinate emergencies and provide basic first aid and CPR when needed. Provide excellent internal and external customer service.

RECREATION AND PARK CONSULTANT

Urban Park and Recreation Expert

August 2009 - Present

Provide research and data collection; conduct analysis; interview recreation and park professionals and stakeholders; formulate recommendations and solutions; prepare presentations. Client: The Center for Public Recreation and Parks – "Rejuvenating Neighborhoods Toolkit"

DEKALB COUNTY PARKS AND RECREATION, DeKalb County, GA

EXECUTIVE DIRECTOR

March 2002 - JULY 2009

Provided strategic leadership and vision for this large urban county park system that has grown to over 6300+ acres, 625 employees with its \$20M+ operating budget and \$200M bond program. Developed new programs, added & upgraded facilities while preserving green space in one of the most culturally diverse communities in the Southeastern U.S. 130 parks, 151 playgrounds, 2 golf courses, 105 tennis courts, 158 ball fields, 11 recreation centers, 13 aquatic facilities, 20 lakes, 4 nature centers, 1 horse farm and service to more than 400,000+ users annually. Administration and direction of policies, financial management, alliances & partnerships, park bond development; Liaison to elected officials, citizen advisory board, convention and visitors bureau, corporate and community groups.

DEPUTY DIRECTOR

March 2001 - March 2002

Provided leadership and direction for the Recreation Services Division that offered a diversity of recreation and leisure opportunities for an ethnically and economically diverse county. Planned and evaluated programs to ensure consistent delivery of quality services that were accessible and affordable. Supervised professional staff that administered programs inclusive of health and wellness, sports and athletics, aquatics, special populations, senior citizens, special events, education, afterschool programs, camps, etc. Emphasis was placed on staff development and innovation.

Accomplishments

\$200M park bond program for acquisition and development

More than \$6M from grants and partnerships

Move to the provision of direct services that were accessible, affordable & consistent in quality

Partnership agreement with the YMCA to cooperatively build community center

Family-Friendly parks campaign changed the concepts for park design for new and renovated facilities

Three thousand plus acres added to Park System

Comprehensive Master plan completed-Parks and Recreation 2010-2020,

Major design/development projects:

- the first family aquatic center
- -state-of-the-art Skate Park
- -award-winning Brook Run Children Adventure Garden
- fifteen facility master plans completed
- three new community centers
- -renovated 50 athletic fields &75 multi-use courts
- -25 miles of multi-use trails completed

Established Events Office and implemented successful countywide events Developed operational plans and strategies for new performing arts center

Established annual citizen advisory board retreat

MEMPHIS PARK COMMISSION, Memphis, TN

DEPUTY DIRECTOR

February 1997-January 2000

Provided comprehensive planning, administration and direction for recreation, leisure and community services with a \$10M operating and \$13M capital budget; 120 full time and 1000 part-time and seasonal employees. Administered oversight for 27 community centers, 9 senior centers, a therapeutic recreation center, a children's theater & arts center, 17 aquatic facilities, 62 tennis courts, after-school programs, youth & adult sports, day camps, and youth employment and training programs. Public relations; liaison to Quality Council, Park Board, public officials, corporate leaders, and community coalitions.

Accomplishments

Completion of the Park Commission 20 year comprehensive Master Plan

Opened the first year-round indoor aquatic facility

Established new concepts for park facility designs for Memphis

Completed facility designs for 2 new state-of-the-art community centers

Secured over \$3 million in grants

Launched successful free summer concert series in Overton Park Shell

Initiated summer youth employment and training program which was adopted and funded by the Mayor and major corporations

Summer Food Program recognized by the U.S. Conference of Mayors

Secured \$150,000 from NIKE, Inc. to renovate ball fields and play courts

Increased operating hours and service delivery at 25 community centers by 50% with no increase in budget

Organized Award winning Total Quality Service team whose work resolved issues with union

representatives and generated significant operational cost savings

Produced plan that converted abandoned high school into the Orange Mound Community and Senior Center

ASSISTANT SUPERINTENDENT

June 1983 - August 1989

Provided leadership for one of three park and recreation districts within the park system which made up a 1000+ acres and included the staffing and operations for eight community centers, a boxing and fitness complex, twenty-one playgrounds, 35 ball fields and nine day camps, 4 swimming pools, 163 baseball teams, 80 basketball teams. Administered \$4M budget, twenty-eight full time and 180 part time and seasonal employees that provided comprehensive recreation and educational programs.

Accomplishments

Major Summer Performing Arts Production in W.C Handy Park that became annual event that attracted thousands of viewers

1988 Olympic Gold Medalist in boxing

Created successful electronic music program that prepared youth with employment skills

Created traveling performing arts troupe, Memphis Park Commission Entertainers that provided entertainment for city and corporate affairs

Organized the first day camps at the Memphis Zoo and Mud Island Theme Park

Secured funding from the Memphis Arts Council to implement a program to teach sculpture to underprivileged youth

DIRECTOR II

September 1976 - May 1983

Responsible for management of 2 large full service community centers with budgets of about \$80,000: provided staff supervision and training, including summer playground leaders; planned, organized and implemented a diversity recreational and educational programs and events; public relations and revenue management; Liaison to the center's fundraising and support group and coordinated volunteers.

Accomplishments

Managed city-wide summer dance program and production

Co-founded Tennessee Recreation and Park Ethnic Minority Society

Produced summer program model that established fee-based day camps at community centers

Produced a manual for the Memphis City Schools-"Recreational Games for Elementary School Children"

DIRECTOR I

March 1976 - December 1976

Served as the assistant director at two community centers, which included supervision of staff including summer playground leaders; Coordination of events with neighborhood organizations, afterschool programs and class instructions for youth, teens and senior citizens.

Accomplishments

Established and taught new programs: drama, trampoline and cheerleading Significantly increased the number of female program participants

RECREATION LEADER

October 1974 - March 1976

Provided class instruction in the cultural and performing arts, gymnastics, senior citizen programs; special events and general recreation support.

Accomplishments

Established a new programs: puppetry arts and gymnastics Organized the first cheerleading team for basketball program

GIRLS INCORPORATED OF MEMPHIS, Memphis, TN

ASSOCIATE DIRECTOR

August 1989 - May 31, 1996

Participated in creating a vision and goals for this not-for-profit organization during a critical period when the national organization changed the name from Girls Clubs to Girls Incorporated. Provided leadership and overall management for the division of the organization that provided services to girls and women, primarily, through the execution of researched-based curriculums and programs; Oversight for quality development and delivery of core programs through community-based centers, outreach into schools, churches and community groups; Produced and administered financial plans and budgets, personnel policies, evaluations, staff and board training; Grant writing and fund development were essential responsibilities; Liaison to the Board of Directors, local government, community and professional organizations.

Accomplishments

Established an award-winning Adolescent Counseling Center

Secured funding from the Memphis Arts Council initiate a program in partnership with the Mid South Cartoonist Association to teach girls cartoon and caricature art.

Secured funding from the Community Foundation of Greater Memphis to launch adolescent pregnancy prevention programs (G.U.T.S.) in public schools

Secured grant funds to implement drug prevention programs in public housing development

Secured grant funding for youth employment and training program for 6 years.

GEORGIA STATE UNIVERSITY, Atlanta, GA

ADJUNCT INSTRUCTOR

September 2005 – December 2005

Taught Introduction to Recreation course, Critical Concepts and Applications of Leisure Systems

INDIANA UNIVERSITY, Bloomington, IN

ASSOCIATE INSTRUCTOR/RESEARCH ASSISTANT

September 1979 - August 1980

Taught introductory recreation course for undergraduate students; Delivered research for development a computer camp for physically-challenged youth

SOUTHERN UNIVERSITY, Baton Rouge, Louisiana

GRADUATE ASSISTANT

August 1977 - August 1978

Instructor for undergraduate recreation course; Delivered research for state grant that funded the Therapeutic Recreation curriculum

MEMPHIS CITY SCHOOLS, Memphis, Tennessee

SUBSTITUTE TEACHER

September 1975 - September 1976

LEMOYNE-OWEN COLLEGE, Memphis, TN

INTRAMURAL DIRECTOR

September 1974 – May 1975

Single-handedly managed the student intramural program where I recruited players and organized teams, developed activity schedules & tournament brackets; recruited, assigned and paid officials; purchased equipment and awards

VOLUNTEER EXPERIENCES

WORLD RELIEF, Atlanta, GA

ADVOCATE - Refugee Resettlement Program

February 2010 - present

Providing life skills support to families from Iraq to adapt their new life in a new country.

LONGLEAF HOSPICE, Decatur, GA

PATIENT CARE VOLUNTEER

July 2010 - present

Providing relief to caregivers of cancer patients in hospice to give them respite and time to handle business outside of the home. It ensures the patients can remain at familiar and comfortable surroundings at home during hospice.

PROFESSIONAL DEVELOPMENT ACTIVITIES

National Recreation and Park Association Annual Congress 1997 - present

Georgia Recreation and Park Association State Conference 2001 - present

National Recreation and Park Association Thought Leaders Forum, 2009

National Recreation and Park Association Urban Summit, 2009

National Recreation and Park Association Legislative Forum 2001 - present

Southern Region 4-H Volunteer Forum, 2009

National Recreation and Park Association Business Institute, 1998-99

Lessons in Leadership, Tom Peters 1998

BOARDS AND ORGANIZATIONS

North Carolina State University/National Recreation & Park Association

Supervisors' Management School 2010 – present

Board of Regents and Instructor

National Recreation and Park Association (NRPA) -

Program Committee, Nominating Board Development Committee, Urban Summit.

National Recreation and Park Ethnic Minority Society -

Past President /Lifetime Member

Leadership DeKalb - Member 2002 - present

DeKalb Convention and Visitors Bureau - Board Member 2002 -2009

Freedom Career Development Center - Board Member 2008 - present

DeKalb County 4-H - Advisory Council Member 2007 - 2010

Transformation Outreach, Inc. - Board Member 2007- present

Lemoyne-Owen College Alumni Association, Member

Neighborhoods, USA (NUSA) - Vice President, 2002-Board of Directors, 1997 - 2005

PUBLIC SPEAKING/ PRESENTATIONS

SUPERVISORS' MANANGEMENT SCHOOL Instructor: North Carolina State University/National Recreation and Park Association, 2009 – Present

Classe Titles: "Facilitating Meetings" and "Understanding Organizational Behavior"

NATIONAL RECREATION AND PARK ASSOCIATION ANNUAL CONGRESS 2008

Title: Transitioning To Meet the Needs of a Changing Community

GEORGIA RECREATION AND PARK ASSOCIATION STATE CONFERENCE 2008

Title: Implementing Changes to Meet the Needs of Your Community

NATIONAL RECREATION AND PARK ASSOCIATION NATIONAL HEALTH AND LIVABILITY SUMMIT 2007

Title: "Partnering with Academic and Research Institutions to Improve Community Evaluation and Research"

NATIONAL RECREATION AND PARK ASSOCIATION ANNUAL CONGRESS 2006 Title: "Using Active Living Research to Develop Policy"

GEORGIA RECREATION AND PARK ASSOCIATION STATE CONFERENCE 2006 Workshop Title - "New Urbanism in Parks and Recreation"

FORD FOUNDATION NEIGHORHOOD AND FAMILY INITIATIVE 1993 – 2000 Facilitated Planning Groups for Community Development Projects

ADDITIONAL INFORMATION FURNISHED UPON REQUEST