

OBJECTIVE

To obtain a position in an educational/training setting that allows me to apply business theoretical perspectives to practical processes in order to establish successful entrepreneurial/cooperative enterprises for the marginalized population.

HIGHLIGHTS OF QUALIFICATIONS

- Initiated and implemented student development and senior citizen support programs
- Forged links between diverse community groups
- Worked in a curriculum and instruction environment
- Demonstrated talent for directing and supervising human resources
- Coordinated highly visible public relations events
- Established profit and non-profit business ventures
- Generated monetary resources and managed operating expenditures
- Prepared key status reports for corporate management

EXPERIENCE

Education Planning and Program Development

- Visioned, created, developed, and implemented cooperative entrepreneurship and the arts education and practical application programs for NeighborHOOD
- Supervised the planning and implementation of events for the Gernert Resident Association
- Sat on the University of Michigan-Dearborn's (UM-D's) School of Management (SM) Future Entrepreneurs' Conference Committee, whereby established business persons presented their career paths to high school students
- Supervised (one semester) a UM-D's SM student in a Building Black & Minority Businesses Foundation (BBMBF) cooperative education experience
- Served (two semesters) graduate internships in student recruitment/retention/graduation and career development at the American Institute of Commerce (AIC) and the University of Northern Iowa's (UNI) College of Business Administration (CBA), respectively
- Functioned as an advisor (two years) to UNI's CBA Executive Advisory Council, providing advice to the Dean regarding various university-sponsored activities and programs
- Assisted in restructuring the UNI's CBA's development program, EXCEL, for minority students
- Designed the UNI's CBA's EXCEL brochure and newsletter
- Recruited minority students from high school and community colleges for UNI's CBA EXCEL program for minority students
- Solicited funding from corporations, foundations, community organizations, and governmental bodies for UNI's CBA EXCEL program
- Established guidelines that selected UNI CBA students for scholarship funding
- Secured employment for minority students in UNI's CBA EXCEL program
- Planned and implemented a UNI CBA four-week summer Minority Business Institute for Waterloo, Iowa high school students
- Designed, implemented, and assessed a UNI CBA tutorial/retention laboratory for EXCEL students
- Helped develop UNI's Career Placement's Career Exploration Conference for minority students
- Networked with on-campus service providers in collaborative efforts to assure maximum student development for UNI's CBA minority and majority students

- Assisted UNI's CBA Student Services Center in the recruitment, evaluation of transcripts, and advisement of students for admission and retention
- Planned workshops and field trips for UNI's CBA minority students
- Taught, as a substitute teacher in the Nashville Public School System

Business Planning and Program Development

- Visioned, created, developed, and implemented cooperative entrepreneurship and the arts education and practical application programs for NeighborHOOD
- Developed programs and events for the Gernert Resident Association
- Established, owned, operated, and controlled the day-to-day functions of two privately held Detroit, Michigan-based electrical/electronic and CATV companies, Ark Electrical Supply, Inc. (Ark) and Ark-Ken (Ark-K), respectively
- Established, operated, and controlled the day-to-day functions of a non-profit Detroit, Michigan-based company, BBMBF, that provided management and technical assistance to businesses
- Researched, wrote, and presented a business plan for an employee-owned apparel manufacturing company for the UNI's CBA to community leaders, business owners, the educational profession, government, and financial institutions
- Hired and supervised 20 employees in sales, marketing, finance and clerical positions in Ark, Ark-K, and BBMBF
- Managed 5 staff persons and many volunteers in BBMBF in project and program development
- Lobbied for government contracts, assisting legislators in contract language
- Addressed educational institutions, governmental bodies, and business groups on small business development issues
- Created and presented, at a Detroit, Michigan church, an economic game show to stimulate business activity in the minority community
- Wrote and presented, at the UM-D, an economic development drama regarding the importance of minority business development
- Acted as a facilitator to bring about a collaborative effort between First of America Bank, Hartford Memorial Baptist Church, the Diocese of the Episcopal Church, and BBMBF to establish a plan of economic justice

Public Relations/Community Involvement

- Acted as liaison between the Gernert Resident Association, residents and community leaders
- Acted as liaison between NeighborHOOD and residents and community leaders
- Served on the AIC Minority Scholarship Commit
- Gave the 1994 AIC graduation message in Cedar Falls, Iowa
- Served as an informal specialist to Breithaupt Vocational/Technical Center, a Detroit Public School, Advisory Committee for student employment
- Assessed proposals and approved funding for Detroit Mayor Coleman A. Young's JTPA
- Collaborated and implemented, as Director of BBMBF, with the UM-D and New Detroit, Inc. a speaker series in former Mayor Coleman A. Young's name
- Sat on the Detroit Chapter of the NAACP's Task Force for Employment
- Organized and implemented a USWEST diversity presentation in the CBA at UNI
- Served as a member of the Waterloo, Iowa Race Relations Committee
- Facilitated diversity training sessions to the Waterloo, Iowa Girl Scouts Council
- Sat on Waterloo, Iowa's community improvement Village Initiative (VI) Board of Directors
- Served, as a board member, on the State of Iowa's Human Resource Committee

Budgeting/Resource Management

- Supervised monetary revenue and expenses for the Gernert Resident Association
- Assessed monetary scholarship requirements for UNI’s CBA EXCEL program, and raised funding accordingly
- Managed operating expenses for Ark, Ark-K, and BBMBF
- Generated sales of \$8,000,000 for Ark and \$5,000,000 for Ark-K
- Financed, creatively, the acquisition of property, labor, and supplies for Ark, Ark-K and BBMBF
- Hired, positioned, and supervised employees in Ark, Ark-K, BBMBF
- Established an inventory control program for electrical/electronic supplies in Ark

WORK HISTORY

2014 – Present	Executive Director, NeighborHOOD, Inc. (nonprofit), Nashville, TN
2013 – 2019	President, Gernert Resident Association (MDHA), Nashville, TN
2004 – 2015	Substitute Teacher, Metropolitan Nashville Public Schools, Nashville, TN
1993 – 1995	Coordinator, Diversity Programs, CBA, University of Northern Iowa, Cedar Falls, IA
1987 – 1993	President, Ark-Ken Cable Supply Co., Inc., Detroit, MI
1988 – 1994	President, Building Black and Minority Businesses Foundation, Inc., Detroit, MI
1980 – 1993	President, Ark-Electrical Supply & Service, Co., Inc., Detroit, MI
1978 – 1981	Production Control Specialist, Ford Motor Co., Glass Division, Detroit, MI

EDUCATION

Ph.D.	Education	Higher Education (ABD)	University of Toledo
M. A.	Education	Student Personnel Services	University of Northern Iowa
B. S.	Education	Business Education	Tennessee State University

RECOGNITION

Awards and Honors

- Certificate of Appreciation, Apple Polishers, Student Alumni Ambassadors, UNI – 1994
- The University of Michigan-Dearborn, School of Management, Future Entrepreneurs’ Conference, Expression of Appreciation – 1989
- Award of Appreciation, The University of Michigan-Dearborn, College of Arts, Sciences and Letters, Cooperative Education Students – 1989
- Enterprise Spirit Salute, Avon Women of Enterprise Awards - 1989
- Outstanding Business Achievement, Governor James Blanchard, State of Michigan – 1988
- Women’s Business Enterprise Award, Association of Minority Contractors - 1986

Media Strategy and Promotion Experience

- Social Media: MDHA website – 2015 - Present
- Television: Channel 2 News – 1988 and Channel 50 – 1990 (business development)

- **Radio: WXYT, WNIC, WKBD, WDTR (business development) – 1989 and KBBG (promoting the University of Northern Iowa’s College of Business Administration’s women’s apparel manufacturing company) – 1993**
- **Newspapers: Michigan Chronicle, Michigan Citizen, Metro Times (business development – 1988**
- **Magazines: Electrical Wholesaling – Women Executives (featured in national industry magazine) – 1988, Michigan Minority Business Development Council (success story of the quarter) – 1987, Crain’s Detroit Business (top minority business revenues in Detroit) – 1987, Michigan Women (top 50 women business owners) – 1987, Metro News and Shopper’s Guide (Black entrepreneur – heading for the top) – 1987, News Link (The University of Michigan-Dearborn – School of Management supports Building Black Businesses Foundation) – 1989, Waterloo Courier (promoting the University of Northern Iowa’s College of Business Administration’s women’s apparel manufacturing company) - 1994**