

## Objective

To leverage 25+ years of professional accomplishments in strategy, team building, project management and computer technologies while beginning a career transition to the Complimentary and Alternative Healthcare field. I am seeking a part-time position while attending school full-time to obtain a degree in Acupuncture and Chinese Medicine.

## Career Highlights

- ◆ Confirmed leader in all facets of organizational effectiveness, including employee change management, leadership development, communication, organizational redesign, and change implementation.
- ◆ Skilled project director with extensive experience in strategic technology vision and implementation, multi-million dollar budget management, quality assurance, operational efficiencies and best practice implementation.
- ◆ Professional with significant business process re-engineering and staff development experience including system/process evaluation, cost analysis, budgeting, planning, skill assessment, and core competency development.
- ◆ Small Business Consultant providing website design and management, social media and email marketing development.
- ◆ President and Owner, Balanced Energy Wellness, LLC. [www.balancedenergywellness.com](http://www.balancedenergywellness.com). Certified Yoga Instructor (RYT200) teaching in Fayette and Coweta Counties in Georgia. Certified Nutrition Consultant (CNC).
- ◆ President and Owner, Gaia's Greens, an organic produce CSA & delivery business servicing the needs of the local community. [www.gaiasgreens.com](http://www.gaiasgreens.com).
- ◆ Secretary/Treasurer, The Institute for Environmental Insight, Inc., [www.environmentalinsight.org](http://www.environmentalinsight.org), a non-profit organization that brings together students, educators, researchers, businesses and the community for the purposes of environmental education.

## Qualifications Summary

Well respected leader with a proven ability to adapt in a challenging environment. More than twenty five years experience with information technology in various industries. More than three years experience in health and fitness coaching. Strong leadership skills and highly effective written and verbal communications with management and associates. Core competencies include:

### *Project Management*

- Directed teams responsible for Project Management methodology, Project Management Practice, Business Analysis Practice, and support of related technologies. Allocated Project Managers to major capital projects.
- Created PM Financials training to improve project financial management practices.

- Managed several projects to develop websites and applications for Delta Technology and Delta Air Lines. Performed requirements analysis, developed technical specifications, cost estimates and project plans. Managed cross-functional teams from several different organizations and managed vendor relationships.
- Provided technical guidance, requirements analysis, process re-engineering and architecture direction for a significant software configuration management project at Manheim, the World's largest vehicle re-marketing corporation.

### ***Strategy, Research, Planning and Implementation***

- Developed Delta's Overall Technology Strategy aligned to Delta's business strategy. These strategies included roadmaps and organizational impact assessments and were communicated company-wide.
- Set Annual Research Agenda and led research projects to explore emerging trends and technologies and developed technology recommendations.
- Member of Delta's Green Initiative representing Delta Technology and provided input regarding technology initiatives to reduce Delta's carbon footprint.
- Speaker at several conferences as well as many internal forums.

### ***Operational Management***

- Managed annual budgets up to \$7 million and reduced total cost of technology ownership by renegotiating vendor contracts and improved capacity and software management.
- Manages all aspects of budget, taxes and cost management for small business, Balanced Energy Wellness, as well as non-profit, The Institute for Environmental Insight.
- Developed and implemented a multi-year plan for improved capacity, reliability, stability and support of Delta's Internet site, [www.delta.com](http://www.delta.com).
- Directed teams responsible for the engineering and support of technologies that support many of Delta's mission and business critical systems.
- Led the successful implementation of infrastructure upgrades that increased capacity 500% for Delta's Internet site ([www.delta.com](http://www.delta.com)) with no impact to the customer experience.
- Developed backup and recovery standards for databases and participated in quarterly disaster recovery testing.

### ***Team Leadership & Coaching***

- Built and directed several teams ranging from 10 to 125 individuals and managers for more than 15 years. Developed the team's mission, strategic direction, roles and responsibilities, communications plan, processes and engagement model.
- Provided operational assignments, performance feedback and coaching, and leadership direction.
- Improved the morale and focus of employees by bringing individuals together into focus groups to identify and address issues and to act as change agents. Contributed best practices as part of the development of "Leading Successful Teams" leadership training given to all managers & directors.

### ***Small Business Management***

- Started Gaia's Greens Organic Produce Box Program to provide organic produce to clients and the local community. Developed business plan, website and business processes to provide this service. Successful business with over 350 customers from the Fayette and Coweta County areas. One of the founding members of the Peachtree City Farmers Market.
- Manages all customer contact and communications, resolves issues to customer's satisfaction.

- Provides Small Business Consulting to other similar businesses to assist with website design and development, social media usage (Facebook, Twitter), and email marketing.
- Researched, compiled and submitted all paperwork required to start two new 501(c)3 non-profit organizations dedicated to environmental education, research and support of local farmers.
- Developed and made presentation to City of Fairburn for the development and management of a Nature Preserve in S. Fulton County.
- Secretary/Treasurer and member of five person Board of Directors for small non-profit.

### ***Health & Fitness Coaching***

- Teaches group and private yoga classes and workshops that includes body awareness, breathing exercises, yoga asanas, guided imagery and meditation. Developed Chair Yoga classes for seniors and those with disabilities. Offers Yoga at Work to businesses for employee stress reduction.
- Offers personalized nutrition consultations to clients including diet assessments, nutrition planning, weight loss consultations, and nutrition education.
- Developed several workshops including “Yin Yoga” and “Mindful Eating” and presented at local events.

### **Employment History**

July 2011 - Present Technology Consultant, Manheim, Atlanta, Ga.  
 January 2010 - Present Small Business Consultant, Fresh South, Inc., Peachtree City, Ga.  
 February 2009 - Present President, Yoga Instructor & Nutrition Consultant, Balanced Energy Wellness, LLC, Tyrone, Ga.  
 January 2010 - Present President, Owner, Gaia's Greens, Tyrone, GA  
 July 2010 - present Secretary/Treasurer, The Institute for Environmental Insight, Inc., Fairburn, Ga  
 2004 - 2008 Chief Architect & Director, Enterprise Architecture, Delta Technology, Inc., Atlanta, Ga.  
 2000 - 2007 Held several Director positions including Middleware Frameworks, Project Management Office, Data Access Services, Data Warehouse, Mid Tier Engineering, and E-Commerce Services, Delta Technology, Inc., Atlanta, Ga.  
 1998 - 2000 Manager, Internet Infrastructure & Web Technologies, Delta Technology, Inc., Atlanta, Ga.  
 1997 - 1998 Senior Analyst, Delta Technology, Inc., Atlanta, Ga.  
 1996 - 1997 Senior Consultant, The Praxium Group, Inc., Atlanta, Ga.  
 1994 - 1996 Project Manager, Lead Systems Analyst, Bank South, Atlanta, Ga.  
 1987 - 1994 Data Base Analyst, Senior Data Base Analyst, Lead Data Base Analyst, Bank South, Atlanta, Ga.  
 1982 - 1987 Programmer Analyst, Bank South, Federated Dept. Stores, Georgia Dept. of Labor, Atlanta, Ga.

### **Education and Training**

- Currently pursuing a 4 year Masters level degree in Acupuncture at The Jung Tao School of Classical Chinese Medicine, Sugar Grove, NC. Expected graduation June 2014.
- Reiki Level I Certification, January, 2011. Level II Certification, August, 2011.
- Yoga Teacher Certification, 200 hour program, Integrative Yoga Therapy, 2009.
- Certified Nutrition Consultant (CNC), American Association of Nutrition Consultants, 2009.
- B.B.A. General Business, Clayton State College, Morrow, Ga., 1997.
- A.A.. Santa Fe Community College, Gainesville, Fl., 1981.

## **Professional/Volunteer Affiliations**

- Member, Yoga Alliance
- Member, American Association of Nutrition Consultants
- Volunteer Coordinator for Earth Day Festival 2008 - 2011
- American Business Women's Association. Chapter President 1988-89, Woman of the Year 1991.
- Leadership Fayette Graduate, 1990.