

RENE Y. ROBINSON-FLOWERS

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240 39th Street South
St. Petersburg, Florida 33711

A Management and Corporate Trainer with 20 years of experience in Qualitative-Quantitative, and Organizational Structuring augmented by a strong background in Community Relations and Marketing. Experienced in Fund Raising, Event Planning, Community Engagement Modeling, Contract Negotiations, Budgeting, Organizational Design, Legislative Nuances, and Policy Implementation. Sound relationships with local, state and federal officials, non-profit, not for profit, for profit and corporate entities. Knowledge of local, state and federal funding opportunities. Proven ability to function strategically and implement successful funding strategies and community partnerships on various levels.

Creative and innovative thinker with effective and goal setting abilities combined with leadership, team building. Communication, interpersonal, and presentation skills. Self-motivated with the ability to excel in a fast-paced environment; communicate at all levels; adapt readily to new challenges.

EDUCATION

DPA	Capella University Doctoral Program	Currently Enrolled
MPA	Capella University, Public Administration Advisor: Richard De Paris Graduated with Honors 3.83 GPA	August 11, 2018
BS	Eckerd College, Organizational Studies Graduated with Distinction 3.5 GPA	May 22, 2005
AA	Tallahassee Community College	June 8, 1985

COMPETENCIES

- Operations Management
- Policy and Procedures
- Project Management
- Compliance
- Quality Improvement
- Staff Training and Supervision
- Client Services
- Regulatory Compliance
- Research
- Financial Reporting

PROFESSIONAL EXPERIENCE

GULF COAST JEWISH FAMILY & COMMUNITY SERVICES, INC
Clearwater, Florida
2009- Current

**CORPORATE TRAINING MANAGER/TALENT ACQUISITION
MANAGER/QUALITY IMPROVEMENT**

Directly responsible for Quality oversight of 18 programs. Preparation for CARF Accreditation. Performed Internal Audit Reviews. Oversight of external audits for licensure. Served as Interim Vice President of Quality Improvement with oversight of an 8-member team. Provide Professional Development Trainings for staff on all levels. Oversight of embedded trainers throughout the state for Gulf Coast. Secured external trainers for licensed clinical staff. Maintenance of current Policies and Procedures for the electronic database. Upload data in payroll systems (Paylocity and ADP). Payroll approval. Employee evaluations. Talent Acquisition and onboarding of new staff. Conduct New Hire Trainings.

**PINELLAS COUNTY SCHOOL BOARD
Largo, Florida 33762
2012-Current**

PINELLAS COUNTY SCHOOL BOARD MEMBER

Oversight of 1.25 billion dollar budget. Contract negotiations for labor unions. Procurement for services by outside vendors. Establish operational policies and procedures. Oversight of curriculum and alternative programming. Oversight of the marketing and communications department relative to use of social media (Facebook, Twitter, Web Page accessibility per school and administration. Setting of legislative policy for the district Establishment of community volunteers and community support efforts. Establishment of Mentor and Mentee Programs throughout the county. Direct oversight of the Superintendent-indirect oversight of additional leadership team members and over 7000 front line employees.

**PROGRESS ENERGY FLORIDA
Largo, Florida, 33762
2009**

CUSTOMER & MARKETING SERVICES DEVELOPMENT

Responsible for the day to services related to the delivery of energy services to customers throughout the state of Florida. Establishment of financial arrangements for home and corporate customers. Advertisement of supportive energy program services. Credit and billing support services provision for other environmental services programs throughout the South Central Region.

**NEIGHBORLY CARE NETWORK
Clearwater, Florida 33762
2007-2008**

EZ-Ride PROGRAM MANAGER

Responsible for the oversight of funding from various city state and federal funding sources to provide on demand transportation services for the elderly. Oversight of 1.25 million in funding. Wrote for and received an additional \$1.581 million dollars for services, direct

management and oversight of 3 team members and over 18 volunteers. Responsible for writing grants in order to provide for continuous funding of the program monthly reporting standards provided to departments such as the MPO, City of Clearwater, and City of Dunedin Provide training for the Department of Elder Affairs under Buddy Johnson (liaison for transportation). Represent the agency on a number of community committees -attended monthly and quarterly management and team meetings.

CITY OF ST. PETERSBURG
St. Petersburg, Florida 33713
1999-2008

CITY COUNCIL MEMBER

Responsible for the oversight of a \$648-million-dollar budget. Marketing of the city for tourism/housing/economic advancement. Oversight and ratification of procurement purchases and processes. Setting of public ordinances, rules and regulations, and charter revisions. Responsible for reporting to Neighborhood Associations within the district(s) represent, management of administrative staff persons within council's office (4), oversight of two mini-grant programs totaling \$250,000 to the community annually responsible for coordinating and filming District by District Programming or the city's television station Setting of the mileage rate, union negotiations for blue and white collar staff as well as police and fire, health and property insurance negotiations, settlement of worker's compensation claims and other legal claims against the city with direction from legal, support and lobbying efforts on behalf of the city via the Florida League of Cities and National League of Cities Served as Chair and Vice Chair of the council, President of the Florida League of Cities, National League of Cities Board Member, and Finance Committee Member for the National League of Cities.

COMMUNITY ACTION COALITION
St. Petersburg, Florida 33712
2001-2006

VICE PRESIDENT HEALTH EDUCATION AND HUMAN RESOURCES

Responsible for the oversight of a budget of \$457,000. Direct management of eight (8) full-time Team members and two (2) part-time team members. Responsible for the management, security and upkeep of all personal files, fingerprint screenings, background checks on local, state, and federal levels. Responsible for quarterly trainings and certifications, worker's compensation claims, health insurance and retirement plan initiation with new and continuing team members, hiring of personnel, termination of personnel, and verification of references, payroll, and all other duties affiliated within the realm of Human Resources. Oversight of programs funded via the Susan B Koman Foundation, Florida Department of Health, Sun Coast Mental Health Services, and Centers for Behavioral Health Network, City Forfeiture Act Fund, Social Service Funding allocations for local governments. Responsible for seeking out and executing grant opportunities and other funding resources, program and agency wide marketing of the services rendered. Lead organizer in developing and execution of the annual fundraiser, Responsible for providing agency wide training and educational components.

Responsible for community wide educational trainings. Arranging for and setting up employment and health fairs. Sought and received inter-local agreements with a number of offices within the Pinellas County Government, Pinellas County School Board, P-Tech, USF St. Petersburg and St. Petersburg College, the certifying of all staff members through WorkNet and other agencies, working with the President on leading the Strategic Planning Process. Attend Board of Directors meetings and sub-committee meetings, yearly Summits, as well as meeting with local/state/federal legislative delegations to request support of the agencies funding. Responsible for the preparation for external and internal monitoring and auditing of the three major funding sources (received no less than a 95% at each monitoring visit).

COMMUNITY HEALTH CENTERS OF PINELLAS
St. Petersburg, Florida 33705
1993-1999

PROGRAM DIRECTOR FOR HEALTH EDUCATION SERVICES

Responsible for marketing health and dental services for the medical center. Responsible for setting up free HIV testing services. Responsible for working with the Pediatric Team physicians, providing Social Services functions such as referral services for the medically needy clients. Responsible for setting up and hosting World Aids Day events with over twenty (20) different community organizations. Responsible for annual monitoring visits from various funders. Responsible for grant writing initiatives to maintain program funding. Responsible for conducting quarterly training updates for all staff in the areas of CPR/HIV-AIDS 101-104 (Case Management and Testing Services), Pre-Post Test Counseling Services, oversight of a program budget of \$350,000 for the Department of Health monitored by the local Pinellas County Health Department.

TEACHING EXPERIENCE

When you list courses, include a brief description so that the course can be compared to a similar course at another university. You might want to include the typical number of students in the course as well as list your responsibilities such as developing course materials, lecturing, grading, developing the syllabus, etc. How you decide to list or group your courses, skills, teaching methods, roles, and responsibilities will depend on your amount of experience. The examples below are just a few ideas.

PROFESSIONAL TRAINING

Florida Certification Board (FCB)
Quality Assurance Review Certification
SHRM Certificate in Human Resource Management
Mental Health First Aide

PROFESSIONAL AFFILIATIONS

Florida School Board Association

Greater School Board Consortium
National Council for Negro Women
Pinellas Education Foundation

COMMUNITY SERVICE

R'Club Board of Directors, Vice Chairperson
Louise Graham Regeneration Center Board of Directors, Vice Chair
Pinellas Community Foundation Board Member
Pinellas County Urban League Guild
Dr. Carter G Woodson African American Museum
Alpha Kappa Alpha Youth Development Association
Education Foundation Board Member

COMPUTER SKILLS

Microsoft Word, Microsoft Publisher, Microsoft Excel, Learning Management Systems ,
Webinar/WEBTOGO Training systems, editU Skillsoft, NetSmart myLearningPointe

REFERENCES

Available upon request