

Tabitha U. Hoskins

16647 S. Maryland South Holland, IL 60473 | Email: Tabithauneek@gmail.com

PROFESSIONAL EXPERIENCES

Program Manager, Homeward Bound, Brooklyn Park, MN (February 2023-June 2023/60hr Work Week)

- Manages the day to day operations of the facility.
- Guides the direct support professionals to provide quality and life-enriching services to the individuals we serve.
- Creates an environment for a strong team to flourish, by inspiring each other to go above and beyond.
- Manages and supports individuals through healthy communication with family and guardians of the individuals served.

Program Manager of Public Policy, Chicago Department of Public Health, Chicago, IL (August 2017-September 2022/40hr work week)

- Provides subject matter expertise for rules and regulations regarding healthcare and congregate settings.
- Assists Medical Director, Healthcare Associated Infections (HAI) Coordinator and team in analyzing state and federal guidance.
- Prepares, edits, and reviews Request for Proposal (RFPs) for initiatives such as CDC's Project Firstline.
- Monitors grant milestones and performance measures; reviews deliverables and reports team progress reports to the appropriate grant-reviewing entity.
- Liaises with local, state, and regional public and private partners/stakeholders, monitoring the development of new area programs and policies related to COVID-19 infection control.

Executive Assistant Director of Public Policy, University of Illinois Extension, Urbana Champaign-Cook County, Chicago, IL, (June 2013 to July 2017/40hr Work Week)

- Managed eight core pillars of the University of Illinois Extension which included 100+ staff members: 37 highly talented educators that possessed Masters or Doctoral degrees; 70+ other program coordinators, and office administration personnel.
- Provided quarterly reports for the eight core programs to the Executive Director, Cook County Board of Commissioners, Illinois House of Representatives and Senators, Cook County Health and Hospitals Systems, Cook County Forest Preserve, and several other joint partnerships throughout the City of Chicago, the County of Cook, the state of Illinois, and across the United States to earmark federal, state, and local dollars.
- Worked publicly with large groups on initiatives and project managing to serve the people of Cook County through relationship building, strategic planning, sound-judgment, and problem solving.
- Reallocated local funding in 2011 and sustained through 2017; successfully reclaiming \$250k through a 4-year contract period after being completely removed from the Cook County Board of Commissioners budget.

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- Chaired and managed Environmental Safety Plans for each of the seven huge offices throughout Cook County.
- Managed and sustained an annual budget of \$2.5M of State and Federal earmarked dollars.
- Created an intensive legislative reporting system that was adopted by all Extension offices throughout the state of Illinois. The system was then adopted on a Federal scale to all universities under the Smith-Lever Act.

Executive Assistant Director of Family Health & Wellness Public Policy, University of Illinois Extension, Urbana Champaign-Cook County, Chicago, IL, (June 2011 to June 2013/40hr Work Week)

- Developed partnerships with community stakeholders to serve the Supplemental Nutrition Assistance Program (SNAP) eligible population.
- Provided trainings on public policies, systems, and environmental intervention to enhance deliverables, resources to the residents of Cook County.
- Administered the National School Lunch Program to Chicago Public Schools and partners and enhanced 20+ school districts throughout Cook County reaching over a 1 million children throughout Cook County.
- Provided local, state, and federal reporting to Executive Administrators of Chicago Public Schools for review and submission to advance wellness programs for parents and children.

Assistant Director of Community Health & Wellness Public Policy, University of Illinois Extension, Urbana Champaign Cook County, Chicago, IL, (October 2008 to June 2011/40hr Work Week)

- Networked and coordinated with community organizations to develop educational activities to address community health as it pertains to substance abuse.
- Conducted strategic planning for substance abuse treatment services, special initiatives, and customized projects.
- Provided legislative reporting to local, state and federal government officials.
- Coordinated 4-H Health Rocks curriculum; administered train-the-trainer trainings to over 12 organizations impacting over 1000+ youth in Cook County on topics of drug abuse, violence and peer pressure. Training with federal grantee in Chevy Chase, MD and obtained national certification to teach throughout the state of Illinois.
- Collaborated with Chicago Public Schools over a three-year span in the annual one-week long spring break initiative; "Spring Splash of Extension" impacting over 4-5 schools and reaching 300+ students with a small staff of six.
- Created a strong partnership with Cook County Juvenile Detention Center to generate interest in two core programs; Horticulture and Social and Emotional Learning reaching (1,000+) youth quarterly through Social Work and Health & Wellness Teams.
- Created several curriculums pertaining to diabetes, heart health lung disease, breast health and teen pregnancy, 6 out of 7 curriculums were passed by the Institutional Review Board (IRB) and are currently being taught in schools around Cook County.

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- Formed focus groups to evaluate and manage community health issues such as drug abuse, sexually transmitted diseases, and other public health concerns; trained staff to administer social work plans and community engagement strategies.

EDUCATION

Leadership School- Strengthening Leaders to Lead other Leaders (May 2021)

Master's in Public Health (MPH) - Benedictine University, Lisle, IL (May 2013)

Bachelors of Science (BS) in Public Health- Northern Illinois University, DeKalb, IL (December 2007)

INTERNSHIPS

Illinois Emergency Management Agency (IEMA) - Project Manager (2013)

Cook County Department of Public Health- Project Manager (2007)

CERTIFICATIONS

Smarter Lunch Movement Certification (2016)

Emergency Management and Disaster Planning Certification (2013)

LOCAL, STATE & NATIONAL COMMITTEE SERVICE

Kingdom Embassy- Patron Member & Prophetic Council Member (2023-current)

All Nations Worship Assembly- Prayer Team Leader (2019-2021)

Small Business and Entrepreneurial Development Agency- SCORE (2017-2019)

South Suburban Toast Masters (2016-2019)

Cook County Forest Preserve Committee (2013-2015)

Illinois State Senators and State Representative Partnership Task Force (2013-2015)

Illinois Emergency Management Agency- Emergency Planning Committee (2013-2015)

Cook County Board of Commissioners Liaison Committee (2012-2015)

Cook County Dept. of Public Health- Illinois Action of Health Communities and Families (2012-2014)

Cook County Health and Hospitals Systems Growing Garden Committee (2011-2013)

Cook County Juvenile Detention Center Task Force (2011-2012)