AARON MAURICE RILEY

3379 Crossing Hill Way Columbus, Ohio 43219 (614) 478-7497 (Home)

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Objective

A management position with a progressive and innovative non-profit corporation or government agency

Experience

IMPACT Community Action, 700 Bryden Road, Columbus, Ohio 43215

2008 - Present

Director Planning and Research (06/09 – Present)

Responsible for seeking resources of both the public and private sectors to meet community needs and the development of a system to analyze community needs

Research and formulate grant/proposals and develops program models

>Develop joint venture relationships with other agencies and organizations to address the needs of the low to moderate income populations

Support of Self-sufficiency (SOS) Manager (04/08 – 06/09)

➤ Supervise staff of six Family Development Specialists (FDS) to ensure marketing, grants & training are being developed & managed properly

Ensure that FDS are trained to conduct family assessments & provide family development services

Research & develop programs based on the needs of the community

2007 - 2008

Rickenbacker-Woods, Inc., PO Box 9645, Columbus, Ohio 43209-0645

Executive Director and Chief Executive Officer

Provide staff leadership to the Board of Trustees in the ongoing oversight and operation of the agency

Responsible for the provision of programs to the general public that interpret the history, architecture and archaeological findings of the Rickenbacker-Woods property

Responsible for cultivating and maintaining relationships with donors, funding organizations, community coalitions, and other economic/community development organizations

2006 - 2009

Self Employed, 3379 Crossing Hill Way, Columbus, Ohio 43219

> Creator, New Leaf Columbus – GLBT People of Color Social Network

➤ Workshop Presenter – Leadership At Its Best; PEERS, OACAA Internal Consultant

≻Contributing Columnist – Columbus Post

➤ Project Manager – The Wellness Community, The Women's Book

2000 - 2006

Columbus AIDS Task Force, 1751 East Long Street, Columbus, Ohio 43203

Executive Director (3/03 – 10/06)

Responsible for the administrative, programmatic, fiscal and fundraising operations of a \$3.5 million non-profit organization

Served as the community spokesperson for the agency and as an advocate for the HIV Community

>Provided staff leadership to the Board of Trustees and selected Board committees in the ongoing oversight and operation of the agency

Columbus AIDS Task Force

Director of Client Services (09/00 – 3/03)

Responsible for the administration of the Client Services Department inclusive of the development, coordination, implementation and assurance of supervision of all programs – Housing, Primary Care, Recovery Services, and Case Management – provided by the agency to meet the needs of Columbus AIDS Task Force (CATF) clients and persons living with HIV/AIDS

Responsible for the assessment and evaluation of client needs and client satisfaction with services

Responsible for building ongoing relationships with other service providers and for representing the organization on community planning, funding, and advocacy committees to assure mainstream community services are accessible and culturally competent in the provision of services to people living with HIV/AIDS

1999 - 2000

American Red Cross of Greater Columbus, 995 East Broad Street, Columbus, Ohio 43205 Transportation Coordinator

Responsible for the overall management and operations of the agency's para-transit program

Responsible for the daily supervision and on-going training needs of both paid and volunteer staff

>Coordinated meetings with community agencies and groups to grow and or expand the program and to recruit volunteers for the program

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1997 - 1999 *Community Shelter Board*, 111 Liberty Street, Suite 150 Columbus, Ohio 43215

Program Specialist

Responsible for day-to-day management of Community Shelter Board (CSB) programs inclusive of coordinating with CSB partner agencies and other agencies to ensure shelter and related services are delivered in an effective and efficient manner

Facilitated community education, external agency relations, evaluation, contract compliance monitoring activities, and the coordination of the CSB fund distribution processes

Facilitated communication and enhance the provision of services among and between partner agencies through coordinating and participating in issues meetings, community planning efforts, best practices/model program presentations, brown bag/roundtable discussions, and other methods as needed

1992 - 1997

United Way of the Mid-South, 6775 Lenox Center Court, Suite 200, Memphis, Tennessee 38115 Senior Associate, Fund Distribution

➤ Provided staff leadership and managed five Allocations Subcommittees within Fund Distribution ➤ Provided staff leadership for the Local Board of the Emergency Food and Shelter Program

Managed the administrative and fiscal requirements of: the Memphis and Shelby County HIV/AIDS Care Consortium and the Advisory, Campaign and Agency Admissions/Allocations Committees for two area-wide (rural) counties

1985 - 1991

Shelby Residential and Vocational Services, Inc., 3592 Knight Arnold, Memphis, Tennessee 38111 Residential Operations Manager 1988-1991

>Oversaw the day-to-day management and operations of 14 residential group homes serving 100 MR/DD adults inclusive of the supervision of over 100 full and part time staff members

Center Supervisor 1986-1988

>Set up and managed the ongoing operations of the agency's first pre-vocational center

Production Supervisor 1985-1986

>Provided training/supervision of 25 MR/DD adults working in a sheltered occupational workshop

Education

Ohio State University, Columbus, Ohio

Degree – Master of Social Work (expected spring 2012)

Ohio Dominican College, Columbus, Ohio

Degree - Bachelor of Arts in Business Administration, Magna Cum Laude

Member - Delta Epsilon Sigma National Honor Society

Biography published in the 1999 edition of Who's Who Among Students In American Universities and

Colleges

Certifications

Certified Family Development Specialist and Family Development Specialist Trainer

Additional Skills

Grant Writing/Reviewer

Research/Data Analysis

American Sign Language (ASL)

Budget Development and Analysis

Problem Identification and Solving
Continuous Quality Improvement

Fundraising Managing High Performance Teams/Employees
Strategic Planning Exceptional verbal and written communications skills
Group Facilitation Building Community Collaborations and Partnerships

Current and Previous Community Service

Commissioner Columbus Community Relations Commission

Member Class of 2007 Leadership Columbus

Former Second Vice-President of the Board of the National AIDS Housing Coalition

Past President of the Board Columbus Coalition for the Homeless

Member, Editorial Committee for the publication <u>Evaluating Your Executive</u>: <u>New Approaches, New Purposes</u> by Donn F. Vickers and Kelly Stevelt Kaser for the Academy of Leadership and Governance

Inaugural Fellow of the African American Leadership Academy 2004 National Register's Who's Who in Executives and Professionals

2004 Recipient of the Columbus Coalition for the Homeless Annual Achievement Award

References

Provided upon request