

## **SHAVONNE MATEEN**

**(614)-999-2686**

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**EDUCATION:** Associate of Arts (Anthropology) - Columbus State Community College, (to date)  
The Ohio State University

### **EXPERIENCE:**

#### **King Lincoln Program Manager – Equitas Health** *(July 2024 - Present)*

- Hiring and change management
- Grant writing and quarterly reporting
- Cross functional team leadership
- Community engagement strategy
- Professional development
- Data Analysis
- Crisis management and response
- Case management
- Intensive Medicaid, Ryan White, and Ohio social service knowledge
- Frequent cross department collaboration

#### **OHIV (Statewide Initiatives) – Equitas Health** *(February 2023 – June 2024)*

##### ***Prevention Program Coordinator***

- Overseer of one of the largest free condom projects in the U.S
- Overseer of the inception of the first in person distribution of the Test At Home HIV Kits
- Lead project management of annual Ohio national youth summit gathering
- Annual conference planning
- Managing state and federal funds
- Lead research on effects of sexual health stigma on poor and underserved youth
- Sexual Health education across diverse populations
- Published research on HIV criminalization and sexual health stigma
- Engaging unorthodox audience on progressive community health practices
- Highly credited public speaker in multiple agency wide conferences, education spaces and conferences

**OHIV & BRAVO– Equitas Health** (*February 2022 - December 2022*)

***Program Support Specialist***

- Observing and organizing data metrics within Microsoft excel, ETO services, and Qualtrics
- Coordinator of volunteer events, training, and communications;
- Resource navigation
- Co-facilitator of affinity group for HIV+ BIPOC women
- In depth knowledge of HIV, HIV medications, transmission and prevention
- 101 knowledge of domestic violence amongst teens and intercommunal violence
- Employed trauma first aid
- Lead effective rebuilding of organized data and utilizing ETO Software
- Worked effectively with coworkers on projects and harm reduction strategies
- Employed trauma first aid knowledge to aid BRAVO participants and callers in times of crisis.
- Worked effectively with coworkers to create education curriculums based on harm reduction modalities

**Safepoint, Syringe Exchange and Harm Reduction** (*October 2020- July 2021*)

***Federal Work Study Student***

- Grant revision
- Persistent advocacy of resources for disparaged and homeless communities in the thick of opiate crisis
- Naloxone trained; provided through Equitas Health Pharmacy – Ohio Dept. of Health certified
- Strategize with colleagues to address disparities in BIPOC overdose prevention methods
- Extensive training and knowledge on syphilis, HEP C, and HIV transmission
- Dynamic pace to meet deadlines for grant reporting, data reports, and client intake data
- Consistent study and research on harm reduction theory and health liberation model
- Coordinating participant linkage to care
- Managing daily operations of syringe exchange program
- Curating safe and an accessible environment for folks with substance abuse disorder

**Ohio House of Representatives - 77 S High Street Columbus, Ohio 43215** *(September 2019-Spring 2020)*

***Legislative Aide Intern, Office of Bernadine Kennedy Kent***

- Responsible for the preparation of meetings of government officials
- Maintained confidential documents and information
- Participated in community events to build rapport and close relationships with constituents
- Strong written communications between representative offices and official releases to constituent community
- Conducted extensive research for proposed articles in House of representatives
- Provided adequate filing systems and print operations.
- Engaged as an effective buffer in communications between representative and constituents

**Homes on the Hill - 3659 Soldano Blvd, Columbus, Ohio 43228** *(May 2016-August 2016)*

***Administrative Assistant***

- Exemplary customer service skills
- Fielding multiple calls from participants
- Preparing and maintaining reports
- Methodical attention to detail
- Housing advocacy for marginalized folks or as convicted felons, substance abuse disorder, and low income
- Utilized knowledge of local Westside landscape

**COMMUNITY SERVICE & Organizations**

***Rose's City Foundation***

- CEO/Founder

*August 2019-December 2020*

***Do It 4 The Hood – McNair Middle School***

- Youth Mentor

*August 2018-May 2019*

***GIFTED Nonprofit, Maryland***

- Administrative Assistant
- Board of Director
- Bylaw Creator

*March 2020-Present*

***SOAR Community Board of Trustees***

*2023-present*

- Community advocate for greater harm reduction tools amongst Columbus, Ohio youth and women

**Certifications & Achievements:**

*OSU STAR Best Program - Trauma First Aid Certification*

*STDEngage Conference 2023 Presenter*

*Equitas Health National HIV Testing Day 2023 Keynote Speaker*

*Equitas Health 2023 Crimson Legacy Awardee runner up*

*National Minority Aids Council – Escalate (An End to Stigma) Course & Training Completion*

**Languages:**

*Patois & Caribbean English Creole*