



## MELISSA A. RODRIGUEZ PROFESSIONAL EXPERIENCE

- 2006-present      *Senior Associate :: Community Development*  
Agnew :: Beck Consulting, LLC  
Provide organizational development, project development, program evaluation and grant writing services to state and local organizations. Provide funding research and develop fundraising strategies for capital campaigns and program start-up. Oversee event coordination and administration. Provide training and technical assistance to rural communities.
- 2006      *Associate*  
Coop Consulting, Inc., Santa Fe, NM  
Collaborated and provided leadership, including program coordination and planning on projects with a focus on behavioral health programs. Oversaw the preparation of federal grant reporting for programs such as: State Incentive Enhancement Grant, Strategic Prevention Framework State Initiative Grant, Access to Recovery, and Early Learning Opportunities Act programming. Participated and facilitated committee and workgroup meetings. Provided research and evaluations for state agencies and social service agencies. Contributed to grant writing activities.
- 2004-05      *Public Guardian*  
State of Alaska, Office of Public Advocacy, Anchorage, AK  
Acted in capacity of advocate and legal decision-maker as appointed by Probate court for incapacitated adults managing all placement, financial, and medical decisions.
- 2003-04      *Building Coordinator*  
Cook Inlet Housing Authority, Anchorage, AK  
Managed Low Income Housing Tax Credit (LIHTC) senior properties for Regional Native Housing Authority. Developed Resident Services Plans for resident activities and events.
- 2001-03      *Outpatient Counselor*  
Alaska Women's Resource Center, Anchorage, AK  
Provided individual and group substance abuse counseling, advocacy, support and outreach to women and their families identified as having substance abuse issues.
- 2000-01      *Case Management Specialist*  
Rural Alaska Community Action Group (RurAL CAP), Anchorage, AK  
Responsible for program development for the Community Bound Program, a project of RurAL CAP's Homeward Bound Transitional Housing Program for homeless chronic public inebriates. Coordinated the Speaker's Bureau, designed to promote advocacy and self-empowerment training to homeless chronic public inebriates.

2000  
*Project Manager*  
Technology Consultant  
Indian Health Service, Urban Indian Health Program, Boston, Massachusetts  
Responsible for contract management and planning for the IHS Urban Indian Health Program's Y2K technology upgrade funds.

## REPRESENTATIVE PROJECTS

2009-present  
*Co-Project Manager*  
Project Development and Grant Writing Assistance  
Bristol Bay Economic Development Corporation: : Alice Ruby, 907.842.4336  
Provide project development and grant writing services to the 17 BBEDC member communities with the goal of helping to promote economic growth within the Bristol Bay region by encouraging and assisting the establishment of infrastructure.

2008-present  
*Project Manager*  
Elder Long Term Care Needs Assessment  
Kodiak Area Native Association (KANA) : : Mike Pfeffer, 907.486.9810  
Conduct a needs assessment to assess existing services, facilities and Long-Term Care options available to Elders in the KANA region. Incorporating feedback and recommendations from Elders and their families being served within each community and identifying any gaps in those services and ways to enhance the Long-Term Care service continuum.

2007-present  
*Lead Associate, Program Evaluator*  
Yup'it Piciryarait Cultural Center and Museum Native Archive  
Association of Village Council Presidents (AVCP) : : Vivian Korthuis, 907.543.7300  
Provide program evaluation services to determine whether the project has met the objectives identified, as well as the quality and accuracy of products developed. Measure the overall outcome of the Yup'it Piciryarait Cultural Center and Museum Native Archive project.

2007  
*Project Manager*  
Bring the Kids Home Regional Summit Facilitation  
State of Alaska, Division of Behavioral Health : : Valerie Kenny, 907.269.3797  
Provide facilitation services for the Bring the Kids Home (BTKH) Regional Summits throughout the State of Alaska to ensure that the BTKH Initiative is individualized to the needs in the community. Assist regions in the State to identify barriers, resources, solutions, priorities, and community leaders to service children with Severe Emotional Disturbance as close to their communities as possible.

2006-present  
*Project Manager*  
Proposal Development + Research  
Alaska Mental Health Trust Authority (AMHTA) : : Bill Herman, 907.269.7962  
Research grant funding opportunities that relate to AMHTA's four funding focus areas; provide bi-weekly reports on eligible opportunities to AMHTA's program officers; provide coordination and proposal development services to beneficiary serving organizations designated by program officers to develop projects for grant funding.

- 2006-present      *Associate : : Rural Technical Assistance Consultant*  
Alaska Mental Health Trust Authority (AMHTA) : : Bill Herman, 907.269.7962  
Provide technical assistance including facility planning, develop and edit grant proposals, funding research, and connect those in need of assistance with appropriate services.
- 2006                *Program Evaluator*  
United Way of Santa Fe County, Agua Fria Children's Zone (AFCZ)  
Michael Coop, 505.424.4365  
Provided program evaluation activities for the AFCZ, Pre-K and Baby University programs. Participated in program development and agency strategic planning activities. Responsible for federal reporting requirements for Early Learning Opportunities Act (ELOA) Discretionary Grant.
- 2006                *Program Evaluator*  
New Mexico Aging and Long Term Services Department, Aging and Disability Resource Center Grant : : Michael Coop, 505.424.4365  
Compiled and reported data to inform quality assurance efforts gathered through customer satisfaction surveys.
- 2006                *Statewide Coordinator : : Access to Recovery (ATR) program*  
State of New Mexico, Department of Health, Behavioral Health Services Division  
Kirsten Dollinger-Jones, 505.827.2611  
Provided coordination and program planning for ATR program. Participated in bi-weekly management team planning sessions. Co-chair of Services Committee, responsible for convening committee and developing policy recommendations to management team. Oversee provider enrollment and credentialing processes. Responsible for communicating program policy revisions to community level sub-grantees.

## EDUCATION

- 2006                *Coursework in the Masters in Public Administration Program*  
University of New Mexico, Albuquerque, NM
- 2000                *Bachelor of Arts in Sociology*  
Brandeis University, Waltham, MA  
Course work included: Racial and Class Inequalities and Independent Research.

## VOLUNTEER + COMMUNITY ACTIVITIES

- 2008-present      *Anchorage Boxing Academy : : Anchorage, AK*  
Plan and develop an Amateur boxing program designed to engage at-risk youth and provide opportunities for achievement and empowerment.
- 2006-present      *Inlet View Elementary Running Club : : Anchorage, AK*
- 1998-2000        *Brandeis University, Transitional Year Program (TYP) : : Waltham, MA*  
Participate in college recruitments activities for TYP, a year-long preparatory program whose principles for the program draw upon Brandeis' founding and enduring commitment and action toward the achievement of social justice.