

DDEBORAH A. JOHNSON-BLAKE, D.M.

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SUMMARY OF QUALIFICATIONS

Influential leader with 25+ years of comprehensive management expertise in commercial, nonprofit and academic settings. An executive capable of managing over \$120M in budgets and capital campaigns while supervising employee relations in a development-orientated environment; Champions innovation with a focus on developing flexible, scalable solutions for consumer and organizational problems. Demonstrated a proven track record of increased revenue, successful student achievements, and brand loyalty.

LEADERSHIP COMPETENCIES

- Event Production
- Fundraising/Development
- Community Affairs/Outreach
- Relationship Building
- Budgets/Fiscal Controls
- Grant Writing
- Foundation Board Development
- Performance Management
- Organizational Effectiveness
- Donor Cultivation
- Institutional Research
- Contract Negotiations

EDUCATIONAL ATTAINMENT

UNIVERSITY OF PHOENIX <i>Doctor of Management in Organizational Leadership</i>	Phoenix, AZ 2010
TROY STATE UNIVERSITY <i>Master of Public Administration in Public Management</i>	Atlanta, GA 2001
OLD DOMINION UNIVERSITY <i>Bachelor of Arts in Political Science</i>	Norfolk, VA 1985

PROFESSIONAL BACKGROUND

CONCORDIA UNIVERSITY - PORTLAND <i>Office of Doctoral Studies –Dissertation Committee Member</i>	Portland, OR 2016 to Present
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Serve on a three-member collaborative research team as Content Reader committed to assisting with the development of doctoral candidates' research projects, specifically regarding philosophical, paradigmatic, and theoretical issues.

LIBERTY UNIVERSITY <i>Subject Matter Expert – Assistant Professor</i>	Lynchburg, VA 2010 to Present
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Execute administration functions for and train faculty members in the nuances of Servant Leadership BUSI 502 instruction. Collaborate with School of Business assessment coordinator to augment course and module objectives while enhancing student achievements. Periodically redesign and modify curriculum to mirror industry trends. Commendably perform other administrative duties in regards to the course as assigned.

- Successfully submit suggestions to the School of Business regarding corrections modifications to course to ensure continuous improvement.
- Serve as facilitator to help students achieve success by incorporating and applying real-world scenarios, personal and professional knowledge to convey instructional material.

ATLANTA TECHNICAL COLLEGE

Atlanta, GA

Director, Continuing Education

2010 to 2016

Led day-to-day operations and \$120M budget for specialized short-term, non-credit professional and workforce development programs at main and satellite campuses. Oversaw salary and wage accounts for a team of 28 adjunct faculty members and college personnel to ensure new business partnerships and fiduciary outcomes were profitable. Streamlined and analyzed continuing education training needs for local commercial enterprises and municipalities. Created and maintained a high-performance environment characterized by positive leadership and a strong team orientation. Maintained knowledge of current trends, developments and curriculum in the field by attending staff development training, workshops, seminars and conferences and by reading professional literature in the related vocational field.

- Preserved 85% grant approval percentage. Served as the AARP Foundation BACK TO WORK 50+ Program Director for \$123M grant. Grant management also spanned to managing \$15M for the American Association of Community Colleges (AACC) plus50 Program focusing on students enrolled in healthcare, education and social sciences programs.
- Implemented vendor fee-based registration system and acquired sponsors during annual health & wellness expo. The College (SGA) no longer incurred event production costs for the past 2 years.
- Community Outreach efforts included serving as International and Human Resources Liaison to delegation travelling in Saudi Arabia and Summer reading enrichment program coordinator for underserved youth.
- Served on the Institution's Southern Association of Colleges and Schools (SACS) Accreditation Review Committee as a Reader to ensure narratives were written in compliance with the standards.

Conference Coordinator

2005 to 2010

Full accountability for \$100M budget, strategic planning, brand marketing, contract negotiation and vendor oversight. Developed and expanded the Cleveland L. Dennard Conference Center guiding the start-up and management of a 20,000 sq. full event facility available to personnel, students, and business/ community partners. Aligned with senior stakeholders to create protocols; and select customized event management software for center. Assisted Vice-President in improving economic development opportunities in surrounding communities and increasing revenue through conference center leasing.

- Played a key role in ensuring the successful launch of the Cleveland L. Dennard Conference Center. Structured and implemented programs and policies in the areas of event management, meeting packages, and incentives.
- Fostered positive community and business relationships conducive to increasing revenue consistently by 15% annually.
- Negotiated 36 vendor invoices saving the institution \$10,000 annually. Reduced operation expenses by 10% annually through meticulous record management. Ensured that institution did not pay for superfluous expenditures.

Institutional Research Specialist

2003 to 2005

Fulfilled survey development, data collection, and submission of institutional characteristics reports to external entities. Assisted Executive Vice-President in supporting the fiduciary needs of the College's foundation board of trustees by successfully conducting donor and grant research, and proposal writing. Insured internal compliance with local, state, federal and accreditation agency policies and procedures. Analyzed data and prepared comprehensive reports based on analysis.

- Served as delegation Ambassador in delegation for international Technical College named Felix Fechenbach Berufskolleg, structured Halle Exchange program in Detmold Germany.
- Successfully planned and prepared over fundraisers, board meetings, and other special events.
- Conducted and completed annual assessments and updates of the college's strategic plan.

FEDERATION OF SOUTHERN COOPERATIVES/LAND ASSISTANCE FUND

Atlanta, GA

Executive Administrator

1996 to 2003

Provided direct assistance to the Executive Director and Director of Land Assistance Fund, membership development and oversight. Served as Liaison to Campaign Advisory Committee and Consultants, government agencies, cooperatives, corporations and nonprofit organizations. Coordinated interdepartmental logistics the development and management of grant proposals and RFP's. Conducted research, generated reports and provided analysis relevant to farm policy issues.

- Initiated and cultivated relationships with potential contributors including major foundations, corporations, and individuals for \$6MM national endowment campaign.

TEACHING PHILOSOPHY

To provide a learning platform that creates knowledge for students to transfer not only to his or her academic career, but also throughout life's journey. The catalyst to achieve this objective is to develop each student's critical thinking skills. As a flexible facilitator who is aware that students have different experiences, temperaments, and backgrounds, I focus on accentuating positive learning experiences through each student's strengths. Creating a positive learning-centered environment is essential to student learning. A positive learning-centered environment also involves high productivity levels, professionalism, planning and instruction, implementation, learning assessment, and inspiring students to learn and meet their objectives. These factors can translate into a positive learning-centered environment. Aside from my educational achievements and experiences, my strategy is to help better educate students by learning about their past educational experiences so that I can develop lectures and discussion questions that stimulate growth and learning. Taking into consideration how students are learning the coursework, demonstrating a sequence of steps necessary to achieve course objectives, providing an explanation of the subject area discussion, and developing key questions to generate classroom discussion are the catalysts to my teaching approach.

PUBLICATIONS

Johnson-Blake, D. A. (2015). *Managing time on purpose*. Jonesboro, GA: Asta Publications, LLC.

Johnson-Blake, D. A. (2010). *Nonprofit Administrators' Perceptions of Time Use and Effective Time Management Strategies That Impact Organizational Success*. (Doctoral dissertation). Available from ProQuest Dissertations and Theses database. (UMI No. 3344745).

PRESENTATIONS

Johnson-Blake, D. A. (2017, April). Center for Continuing Education. Best practices to take control of your time. Workshop conducted at Clayton State University, Morrow, Georgia.

Johnson-Blake, D. A. (2017, March). Georgia Adult Education Association Annual Conference. Best practices to take control of your time. Workshop conducted at Lake Blackshear Resort & Golf Club, Cordele, Georgia.

Johnson-Blake, D. A. (2017, January). Chamber Insperity Seminar Series. Best practices to take control of your time. Workshop conducted at the Douglas County Chamber of Commerce, Douglasville, Georgia.

Johnson-Blake, D. A. (2016, November). Douglasville Business 2 Business. Are you making too much money? Save time and money with The Writing Pad. Presentation conducted at the West Georgia Technical College (Community Room), Douglasville, Georgia. Deborah A. Johnson-Blake.

Johnson-Blake, D. A. (2015, December). Dialogue on Destiny. In C. Williamson-O'Neal (Chair/Leading Lady), *Managing time on purpose*. Symposium conducted at the Global Impact Christian Ministries, Stockbridge, Georgia.

Johnson-Blake, D. A. (2015, June). *Managing Time on Purpose*. In C. Williamson-O’Neal (Chair), Women in Business, *Mentoring program quarterly session*. Presentation conducted at the meeting of the Clayton County Chamber of Commerce, Morrow, Georgia.

Johnson, D. A. (2001, February). *Proceedings of the PA-6674 Conference on Ethics in Public Administration*. Atlanta, GA: Troy State University.

COURSES TAUGHT

- Business Communication BUSI 300
- Servant Leadership BUSI 502
- Ethical Leadership BMAL 570
- Executive Leadership & Management BUSI 501
- Leadership Theory BUSI 503

CERTIFICATIONS

THE LEARNING RESOURCES NETWORK
Introduction to Project Management (certificate) 2015
Certified Online Instructor (COI) 2014
Certified Program Planner (CPP) 2013

STATE OF GEORGIA JUDICIAL AND COURT SYSTEM
40-hour Basic Mediation and Conflict Resolution Theory and Practice Training 2009

GEORGIA LEADERSHIP INSTITUTE
4 Disciplines of Execution 2005
The 7 Habits of Highly Effective People, Georgia Leadership Institute 2005

THE GRANTSMANSHIP CENTER
The Grantsmanship Training Program 2004

DEPARTMENT OF TECHNICAL & ADULT EDUCATION - THE ADVANCEMENT EXECUTIVE NETWORK
Certified Nonprofit Management Course 2003

AFFILIATIONS AND ASSOCIATIONS

Douglas County Chamber of Commerce, Chamber Diplomat, 2017-present
 Beyond the Front Porch, Board Member, 2017-present
 Douglas County Chamber of Commerce, Member, 2015-present
 Clayton County Chamber of Commerce, Women in Business Council, Executive Committee Member; Chair, Mentoring Committee, 2012-present
 South Fulton Chamber of Commerce, Member, 2015-2016
 Leadership Clayton, 2011-2012
 Georgia Association for Women in Higher Education, 2011-present
 National Council for Continuing Education and Training – NCCET, 2015
 Georgia Adult Education Association (GAEA), Board Member, Past Vice President of Programs (2012-present)
 Learning Resources Network (LERN), 2012-2016
 Center for Creative Leadership, 2010-present
 Civitan International, Atlanta Tech Civitan Club, Past-President; Past Treasurer and Past Board Member, (2006-2014)

AWARDS AND HONORS

Distinguished Service to the Georgia Adult Education Association, 2016

Faculty Service with Excellence Award, Liberty University, 2013

Cool Girls, Inc. Volunteer of the Year Award, 2006

Employee of the Year Federation of Southern Cooperatives, 2003

TECHNOLOGICAL COMPETENCIES

ACEWare	Adobe Acrobat	Adobe Connect	Audacity	BANNER
Blackboard	Camtasia Studio 8	EventPro	Google Applications	Microsoft Office Suite
NVivo 8	PeopleSoft	SPSS	OLS	Salesforce (Foundation Connect)
SafeAssign	Turnitin			