

Nancy Ash

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Summary of Qualifications

- Exceptional management, organizational and critical thinking skills gained from 18 years of experience in the social service arena
- Over 10 years of experience in interviewing biological parents, children and foster families to assess and develop service plans that address the issues that brought the family to the attention of the Department of Children and Family Services.
- Excellent oral and written communication skills
- Outstanding supervisory and customer service skills
- Microsoft Office Suite products

Professional Experience

Ada S. McKinley

2009 – Present

Licensing Supervisor

- Investigates community resources as related to the licensing program and provides guidelines for client plans
- Coordinate and supervise the activities of a staff of four licensing representatives
- Provide statistical reports of foster parents recruited and licenses obtained by foster parents during the fiscal year
- Develop and implement effective recruitment strategies
- Train and develop Social Service staff members
- Assist in hiring, terminating and reassigning staff as necessary

Specialized Foster Care Program Supervisor, Illinois Mentor

2007 – 2009

- Supervised a team of case managers
- Evaluated employees' performances and provided recommendation for advancement/promotion
- Monitored the services provided by staff to ensure the appropriate level of services were provided to families entrusted to the care of the agency
- Assisted case managers in client caser coordination and linkage to outside services
- Provided testimony in court hearings to support permanency decisions for children

Beatrice Caffrey Youth Services

1994 – 2007

Foster Care Program Supervisor/Licensing Supervisor

- Supervised caseworkers to ensure the DCFS mandates were met.
- Maintained responsibility for the safety and well being of children in foster care.
- Carried out State, City, County and agency laws and regulations
- Controlled case activity to ensure compliance with City and County mandates regarding time constraints in handling cases
- Served as a mentor to new staff until they were acclimated to their new roles
- Conducted licensing investigations and created reports of findings
- Conducted home studies of potential foster parents and provided recommendations as to their appropriateness
- Promoted to Foster Care Program Supervisor after serving as a Licensing Supervisor for four years.

Education

Spertus College

Master of Science in Human Service Administration

May 1999

Chicago State University

Bachelor of Science in Business Administration

May 1994