

**Karen Tozzi, M.Ed.**  
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**Employment History**

- July 2015 to Present    **Director, Maternal and Child Health, Florida Department of Health in Duval County**  
 Responsible for division direction over the following programs: Healthy Start, Nurse Family Partnership, Breast and Cervical Cancer Early Detection Program, Family Planning, Sexual Risk Avoidance Program, Healthy Jacksonville, the Magnolia Project and School Health. Member of the Executive Leadership /Strategic Planning Team. Represent the organization in related coalitions and community groups.
- July 2009 to July 2015    **Vice President Development and Corporate Compliance, Gateway Community Services, Inc.**  
 Responsible for development staff including grant writer, public relations and fundraising. Coordinate implementation for funded grant projects. Responsible for developing grant applications resulting in awards exceeding 35 million. Serve as member of the Executive Staff. Effective July 2012 began supervision of prevention programs including substance abuse prevention and the Healthy Start program. In January 2014 added responsibility of the Corporate Compliance Officer and Supervision of Supportive Housing Program.
- June 2001 to July 2009    **Director of Development / Grant Writer, Gateway Community Services, Inc.** Responsible for writing Federal, State & Local grants to support new and existing programs for the agency. Representing the Agency in the community and facilitating collaborations for possible grant opportunities.
- October 2005 to 2008    **Peer Consultant for University of Miami's Center for Family Studies' (Now FADAA) Florida Treatment Improvement Protocol.**
- Sept. 2003 to October 2006    **Counselor Supervisor for Women and Trauma Protocol for National Institute of Drug Abuse (NIDA) Clinical Trials Network.** Certified Counselor and counselor supervisor for Seeking Safety manualized treatment for women with co-occurring substance abuse disorder and Post Traumatic Stress Disorder. **Seeking Safety Trainer.** (December 2006)
- May 2007    **Certified Local Global Assessment of Individual Need (GAIN) Administrator (Jan 2007) and Local GAIN Trainer (May 2007).** This is an evidence-based, comprehensive substance abuse and mental health assessment.
- February 2001 to June 2001    **Social Worker II Children's Home Society of Florida.** Temporary position to assist in managing the backlog for services to former legal wards. Involved searching for birthparents and adoptees, seeking information or reunification of birth families.
- June 1998 to June 2000    **Director of Operations, Community Connections formerly the YWCA.** Member of senior management team responsible for an agency with four million-dollar budget. Responsibilities included grant writing for all agency programs, contract compliance for local, state and federal grants and grants from foundations and civic groups, program development and evaluation, supervision of programs in multiple sites including 30+ employees and the following programs: human resources, before and after-school programs, family literacy, juvenile justice prevention/intervention program,

breast cancer prevention, transitional housing, Healthy Families, and daycare.

- January 1990  
to May 1998 **Program Supervisor**, Children's Home Society. Member of senior management team. Responsibilities included managing a family life education program which included parent education, divorce custody studies, school-based juvenile justice prevention and a community-based social service center in a public housing complex. Duties involved strategic planning, grant writing, curriculum development, marketing, scheduling, staff supervision and implementing training, detailed statistical reporting to many funders, and program development. Served as chair of the safety committee, Chair and Vice Chair of the District 4 Child Abuse Prevention Task Force.
- February 1985  
to December  
1989 **Parent Educator**, Children's Home Society/Family Resource Center.. Taught parenting classes, seminars, workshops and facilitated groups for varied audiences including businesses, schools, at-risk parents, pre-school teachers, public school teachers, social workers etc., Trained on local, regional and national level.
- December  
1983 to  
January 1985 **Case Manager**, Medical Foster care, Children's Crisis Center...Recruited, trained and licensed foster homes for children whose medical needs were too great for non-medical parent to provide care. Worked with natural parents to facilitate transition of child back into their home.
- January 1982  
to December  
1983 **Case Coordinator**, Children's Crisis Center. Crisis intervention for families where child abuse or neglect has recently been discovered. Interviewed sexually abuse children, consulted with Hospitals, Law Enforcement, State Attorney's Office, Child Welfare Agency, the Courts and other involved agencies.
- October 1979  
to January  
1982 **Social and Rehabilitative Services Counselor II**, Department of Health and Rehabilitative Services... Supervised families where child abuse or neglect have occurred. Referred families for services and monitored compliance with court orders. Prepared court reports and testified in juvenile court.
- August 1978  
to October  
1979 **Social Worker I**, Department of Health and Rehabilitative Services... Determined continued eligibility for AFDC (welfare), Food Stamps and Medicaid.

### EDUCATION

General Education 52 hours	University of Maryland Overseas Campuses Naples, Italy and Munich Germany	August 1973 to May 1975
Bachelor of Arts Major: Psychology	Baylor University Waco Texas	August 1975 to August 1977
Master of Education Counselor Education	University of North Florida Jacksonville, Florida	January 1990 to August 1994

### AREAS OF EXPERIENCE AND INDICATORS OF POTENTIAL VALUE

#### SUPERVISORY AND PROGRAM MANAGEMENT SKILLS

- Over 20 years experience in senior management for agencies with budgets \$4-15 million
- Manage statistical reports for all services
- Developed testing and methods for measuring and evaluating effectiveness of programs
- Past Chair for HRS District Four Child Abuse Prevention Task Force.; Co-chair for Safe Sleep Campaign
- Interview, hire, train and evaluate staff
- Supervised counselor in National Institute on Drug Addiction (NIDA) clinical trials.

- Trained as Peer Consultant for internal quality improvement project.
- Board Member of the System of Care Initiative including participation in Finance Committee and Revenue Maximization Committee.

#### **SUCCESSFUL GRANT WRITING AND GRANT MANAGEMENT SKILLS**

- Have managed federal, state and local grants from \$500 to \$2,000,000
- Written grants for up to \$2.5 million which have been funded (secured over 35 million dollars in grant funding in past 12 years)

#### **TRAINING AND DEVELOPMENT**

- Taught ongoing, courses and lead support groups
- Co-developer and Author of Basic Parent Curriculum, Infant Learning Modules, Smart Parenting and Adoptive Parenting
- Planned and executed specific instructional seminars
- Presented professional workshops on local, regional and national level
- Managed adult learning program impacting over 3500 people annually
- Certified as local trainer of GAIN, Trainer for Seeking Safety and Training and Supervisor of Motivational Interviewing- all Evidence-based.
- Represent the Agency through interviews on television and radio

Personal references available upon request.