

Sequanna Taylor

Milwaukee, WI.

PROFILE

Highly qualified and tenacious professional armed with broad-based background and skills in the areas of Local Legislation, Budgeting, Human Services, Criminal Justice, Parent Engagement Specialist, Special Education and Entrepreneurship. Displays outstanding ability to plan, coordinate, and implement practices and procedures to bring significant improvements in efficiency, quality and processes towards the successful attainment of organization goals. Primarily striving to understand clients' needs and provide them exceptional results through a cognitively flexible and positive approach. Determined to implement earned skills and knowledge for the rapid growth of the prospective organization by working effectively and consistently

HIGHLIGHT

- Quality Assurance
- Computer Application
- Document Review
- Analytical Skills
- Good Time Management
- Communication and Presentation Skills
- Training and Professional Development
- Risk analysis and project planning
- Multitasking
- Problem Solving

WORK EXPERIENCE

Milwaukee Public School Office of Board Governance | District 3 MPS, Board of School Director Apr 2019 till Present

Key Responsibilities and Achievements:

- Provided instructional guidance and developed teacher evaluation systems
- Responsible for driving contribution margin and financial success through cost control and effective admission and retention practices
- Set challenging cross-functional goals that support organizational goals and strategies
- Integrated functional strategies, utilizing business expertise to reach financial and operational objectives
- Supervising after-school programs including staff, creating lesson plans and making certain that plans were implemented
- Implemented new programs and services to expand the curriculum to enhance student experience and success

Taylor Legacies | CEO

2018 till Present

Key Responsibilities and Achievements:

- Flawlessly managed scheduling and payroll, human resources responsibilities, and the maximization of sales and profit objectives
- Implemented process improvement enabling the organization to scale effectively through rapid growth. Identified and executed the standardization of countless processes from procurement to technology, fulfillment, marketing and analytics across all departments within the company
- Determined optimal organization structure, recruited direct reports consisting of Finance and operations, HR, merchandising, store Planning, marketing and store operations executives
- Responsible for operations, training, compliance, board development and strategic planning

Milwaukee County | County Supervisor District 2

2015 till Present

Key Responsibilities and Achievements:

- Assisted the organization in leading a team of employees to understand and execute the company's mission and goals
- Responsible for executing and reporting on the resettlement, rehabilitation and reconstruction Projects/ programmes in the district
- Guided the implementation of resettlement, reconstruction and rehabilitation activities in the district
- Maintained frequent contact with reps to communicate new process, procedures, chart progress and resolve issues
- Ensured all providers meet state and federal regulations regarding service delivery and best practices are achieved
- Maintained human resource staff by recruiting, selecting, orienting and training employees
- Recommended promotions or reassignments for employees who produce exemplary or lagging performance
- Prepared budgets and funding requirements for infrastructure, grounds, roadways, contracting costs (labor costs), material and equipment for various projects

Key Responsibilities and Achievements:

- Conducted home based counseling session with parents, caretakers, at-risk children, their families and extended support networks
- Created an advocacy relationship with the client in order that their needs are met by other systems, which they are involved with to include but not to be limited to, the child welfare system, the School System, the Economic Self Sufficiency System, Employment and Housing Systems
- Coordinated collection of data for Parent engagement activities for Education
- Engaged parent and community involvement
- Provided Support, guidance and education regarding community resources to parents
- Engaged parents to play an active role in their child's education

Key Responsibilities and Achievements:

- Assisted the certified staff in devising special strategies for reinforcing learning materials and skills based on a sympathetic understanding of individual students, their needs, interests and abilities
- Participated in developing student behavior management plans
- Worked with teachers to develop individualized training plans for special education students
- Use response-to-intervention strategies in order to improve learning and behavior outcomes
- Developed and maintained effective collaborations with teachers, parents, administrators and community partners
- Entrusted with the responsibility to adapt and administer assessments and collect student data

TRAININGS

- **American Red Cross First Aid/ Adult & Child CPR Certified**
- **Social Service Documentation Standards**
- **University of Wisconsin Milwaukee- Youth with Disadvantages Certification**
- **Certificates in Early Childhood**

AWARDS

- **Elected of the year 2017**
- **Champion of the People Fighting for Public Education, Domestic Violence, Human Trafficking Awareness**
- **Saved in the City- Unsung Hero- Milwaukee Treasure Award**
- **My City My Biz- Champion Award**
- **Africans in Milwaukee- Black Rising Star Award**
- **United Nations- Women of Distinction**
- **Madison 365-Woman of the Year**

PROFESSIONAL AFFILIATION

- **Committee/ boards: ST. Paul- leadership team**
- **Local President of MEAA: Milwaukee Education Assistant Association**
- **WEAC State Board: Wisconsin Education Association Council**
- **ESP At-Large Board of Director: NEA National Education Association**
- **Board Member: African American ladies empowered to Grow opportunities (A-lego)**
- **Treasurer; School Governance Council & Minority Council**
- **National Association County Org (NACO)**
- **Sub Vice Chair- Human Service & Education Steering Committee, International Economic Development committee**

EDUCATION

Doctorate in Entrepreneurship and Business Administration	April 2022
Cardinal Stritch Major: Bachelor of Science Human Services	May 2013
Concordia University Major: Associate Degree in Criminal Justice Minor: Business	May 2010

GENERAL SKILLS AND COMPETENCIES

- Achieving goals, creative/strategic thinking and problem solving.
- Excellent ethics, hardworking, focus minded and sound organizational ability.
- Excellent analytical, decision-making, problem solving and time management skills
- Team player also capable of working independently with minimal direction
- Developing and implementing quality management procedures and systems
- Possesses a positive, mature and professional attitude. Excellent sense of initiative, tidiness, adaptability and networking. Ability to communicate effectively and build relationships with clients and colleagues.
- Excellent clients' service manner and interpersonal skill. Highly motivated to learn more.

References are available upon request