

Felicia Clayborne



Objective: Continuing advocating for people with disabilities and senior citizens.

WORK EXPERIENCES

Board Of Directors Member

April 2022-Present

InControl Wisconsin, Madison, WI

Have to advise the staff of InControl Wisconsin and has a responsibility for the strategic leadership and governance of InControl.

Board Member

March 2022-Present

Wisconsin Board For Developmental Disabilities, Madison, WI

Attending board meetings, being at the exhibitors table, and advocating for people with disabilities.

Project Team Member

February 2022- Present

Promote Local, Madison, WI

Writing scripts for the themed months, filming videos for People First Wisconsin. Helping People First Wisconsin with advocating projects.

Board Of Directors Member

December 2021-Present

Disability Rights Wisconsin, Madison, WI

Protects the rights of people with disabilities through advocacy and improving public policy.

Outreach Self-Advocate

March 2021-November 2021

People First Wisconsin, Milwaukee, WI

Worked from home helping people with disabilities by giving them resources and working along with other advocates to help fulfill the mission of People First Wisconsin.

Co-Facilitator

September 2021-Present

Vision Forward Association, Milwaukee, WI

Help assist the facilitator in A Closer Look Discussion Group and Fun And Fitness Exercise Class. Substitute when the facilitator is absent for the discussion group and exercise classes.

Facilitator

June 2018-December 2022

Vision Forward Association, Milwaukee, WI

Facilitated a writing class where members share their writings, read about publishing, editing writings, and have guest speakers talking about their writings.

Founder, Owner, & President

April 2017-Present

Abilities Travel Club, Milwaukee, WI

Manage the day-to-day operations of Abilities Travel Club. Planning and attending trips/outings for the travelers and participants. Creating fliers and sending email reminders.

Receptionist/Intake Clerk

November 2016-June 2017

Ezra Home Care Agency, Milwaukee, WI

I took phone calls and directed them to the Administrator. I made phone calls to the clients to set up their 60-day review for personal care. I have set up assignments for assessments and 60-day reviews for potential and prospective clients and type them on a Microsoft Word calendar already created. I receive the time sheets from Personal Care Workers (PCWs) and stamp the date on the back of the time sheet. I recorded the received time sheet in a Microsoft Excel document. Other duties: clean the countertops, sweep and mop floor, make labels for mailing and filing, also make water for coffee, and open and close for business.

EDUCATION

Pursued degree in Medical Coding & Billing

Graduated Date: May 2012

Milwaukee Career College, Milwaukee, WI

Certificate in clerical training

Graduated Date: April 2021

VCA, Milwaukee, WI

Certificate Of Completion- Wisconsin Partners In Policymaking

Graduated Date: May 2021

Wisconsin Board For Developmental Disabilities