

**SUMMARY**

Results oriented experienced criminal justice professional. Proven accomplishments in:

Background Investigation	Criminal Investigation
Report Writing	Management Information Systems
Mediation	Verbal Communication

**PROFESSIONAL EXPERIENCE**

**UNIVERSITY OF BALTIMORE**

**Adjunct Professor** **1993 to Present**  
Teacher of graduate and undergraduate courses in Criminology and Corrections.

**U S INVESTIGATION SERVICES**

**Contract Special Investigator** **2005 to 2006**  
Investigator of negative information reported by applicants for security clearances

**DJC CONSULTANTS**

**Contract Prehearing Examiner- United States Parole Commission** **2002 to 2004**  
**Pre-hearing Examiner** analyzing inmate records and preparing summary reports for parole hearings.

**Expert Witness – State of Maryland Office of the Attorney General** **2011**

**STATE OF MARYLAND DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONAL SERVICES**

- **Program Coordinator-Maryland Integrated Management System** **2001to 2002**  
**Change Manager** for the Maryland Integrated Management System (MIOMS), automating case records of Maryland’s Division of Parole and Probation, Division of Correction, Parole Commission, and Pretrial Detention

**UNITED STATES PAROLE COMMISSION**

- **Transition Team Consultant** **June 2001**  
**Change Management Consultant** for re-engineering business processes to address new Commission responsibilities imposed by Congress and the United States District Court. Analyzed business processes and developed strategies for business process change within the organization.

**UNITED STATES DISTRICT COURT FOR MARYLAND**

- **Chief United States Probation Officer** **1986 to 2001**  
**Court Unit Executive** of large Federal Probation Office with annual budget of \$10,500,000 and staff of 150 supervising 2,500 federal offenders state-wide and conducting 3,500 investigations per year.
- **Deputy Chief United States Probation Officer** **1981 to 1986**  
**Chief of Operations** for the District, responsible for recruiting, staff assignments, auditing, statistics, community programs, and staff training.
- **Supervising United States Probation Officer** **1979 to 1981**  
**Line supervisor** responsible for managing and training 10 probation officers who completed 500 investigations per year and supervised 500 federal offenders.
- **United States Probation Officer** **1977 to 1979**  
**Line probation officer** completed 60 investigations per year and supervised 50 federal offenders. Developed a specialty in white collar crime investigation resulting in improved financial investigation techniques for presentence reports

**STATE OF MARYLAND DEPARTMENT OF JUVENILE SERVICES**

- **Lead Intake Consultant** **1975**  
**to 1976**  
**Back-up unit supervisor** assigning investigations and complaints for possible pretrial diversion, conduct investigations and make detention decisions.
- **Intake Consultant and Predisposition Investigator** **1971**  
**to 1975**  
**Investigate complaints** for pretrial diversion, conduct informal supervision, make temporary detention decisions, conduct predisposition investigations.

**MONTGOMERY COUNTY DEPARTMENT OF SOCIAL SERVICES**

- **Foster Care Social Work Intern**  
**Summer 1970**  
**Caseworker** with children and families of children placed in temporary foster care, counsel clients and mobilize community resources to reunite families.

**EDUCATION**

<b>University of Baltimore</b> Baltimore, Maryland	<b>M.S. -1989</b> Criminal Justice
<b>St. John's College</b> Annapolis, Maryland	<b>B.A. - 1971</b> Liberal Arts

**ADDITIONAL PROFESSIONAL INFORMATION**

<b>Mediation Training - 44 Hours</b>	<b>Baltimore Federal Executive Board</b>	<b>1999</b>
<b>Arbitration Training – 12 Hours</b>	<b>Better Business Bureau</b>	<b>2000</b>
<b>Full FBI Background Investigation Completed</b>		

During the course of career attended numerous training workshops and training seminars in management, leadership, and professional development.

**PROFESSIONAL ASSOCIATIONS**

American Correctional Association  
American Probation and Parole Association  
Federal Probation and Pretrial Services Officers Association  
Maryland Criminal Justice Association