

ALLISON HEPHNER

allisonhephner@me.com

EXPERIENCE

2019 – CURRENT

COMMUNITY PROJECT MANAGEMENT SERVICES AZ, OWNER

Strategic planning (community and business), grants management, and program planning (development, implementation, and evaluation.) Working in partnership with public/private organizations to develop a comprehensive approach in planning, developing, implementing, and evaluating projects. Working one-on-one with the organization to meet the specific and unique needs of each project.

2019 – 2020

SAFE STATION ONE-STOP CONSORTIUM DIRECTOR, CONTRACTED BY SUMMIT HEALTHCARE ASSOCIATES.

Responsible for the coordination of the SSOS grant project, funded by the HRSA rural community's opioid response program, from its inception to completion, and for all activities, per the work plan, and implementation of the operational and financial performance of the grant project. Including the development of the gap analysis, assessment, strategic plan, workforce plan, and sustainability plan.

2015 – 2019

COMMUNITY OUTREACH SPECIALIST AND GRANTS/PROJECT MANAGER, NAVAJO COUNTY PUBLIC HEALTH SERVICES DISTRICT

Community Outreach Specialist - Community Engagement and Lead Project Manager for the Navajo County Community Health Assessment and Improvement Plan (MAPP Committee, Substance Abuse, Poverty, Chronic Disease, Mental Health, and Sexual Transmitted Disease Coalition Coordinator).

Accreditation Program Manager - Public Health Accreditation Board Liaison and Lead Project Manager

Healthy Arizona Policy Initiative Grants Program Manager - Community Garden, Healthy Arizona Workforce Development Coordinator, Winslow Sweetland, and White Mountain Community Garden Expo Event Coordinator

Children with Special Health Care Needs Program Manager - Population Community Assessment and implementation plan project manager. Special Kids with Needs Resource and Education Fair Coordinator.

2013 – 2015

RISK MANAGER AND EMERGENCY MANAGER, NAVAJO COUNTY

Planned, implemented, and managed assigned programs to adequately protect the county from financial losses and minimize cost in the provision of program services. Developed, coordinated, and served as the chair of the safety/accident review committee. Coordinated the handling of lawsuits and acted as liaison with attorneys, ACIP (Arizona County Insurance Pool), other agencies, the staff of county departments and citizens. Coordinate strategies and procedures with emergency personnel at every level, from state and federal to county and local, when preparing for, responding to, or recovering from disasters. Provided support to other agencies, organizations, and companies involved in developing disaster preparedness programs, and coordinated the project development for the Navajo County Continuity of Operations Plan (COOP).

2004 - 2014

FIREFIGHTER, EMT AND PREVENTION COORDINATOR, SHOW LOW FIRE DISTRICT

Responded to structure fires, wildland fires, emergency medical calls, and hazardous material calls. Created and implemented the district's fire prevention programs in schools and at community centers throughout the area. In partnership with Summit Health Care, Lakeside Fire Department, Pinetop-Lakeside and Show Low Police Departments developed White Mountain Fire and Life Safety Educators, Inc., a nonprofit. It was established in March 2012 to support Safety, Fire, and Life Safety Agencies in providing prevention education to the community they serve. The host of WMFLS Safe and Sound show from 2013 – 2018 on Show Low TV. In 2013 created the Navajo County Evacuation Tags to be utilized during wildland fires in partnership with the Navajo County Sheriff's Office and Attorney's office.

EDUCATION

2020

BACHELORS OF SCIENCE HEALTH CARE ADMINISTRATION, GRAND CANYON UNIVERSITY

2016

CERTIFIED PUBLIC MANAGER, ASU

SKILLS

- Excels at connecting and collaborating with community members, service providers, agencies, organizations, and businesses
- Successful in planning and prioritizing multiple projects
- Strategic planning and implementation
- Project implementation and management
- Strong communication skills
- Highly efficient and well organized
- Strong time management skills

ACTIVITIES

- 2020 – Current Serves as the treasure for Reaper Foundation
2016 – Current Serve as a member of the Hospital Foundation Board
2016 – Current Serve as a member of the Navajo County Cooperative Extension Board
2017 & 2019 Chaired the Hangar Dance committee, a Tribute Event for local Veterans (Planning, Logistics, Finance, and Operations).
2016 – 2017 Vice President of the White Mountain Community Garden
2016 – 2017 Keeping Kids Safe Tour 6-day countywide (including Navajo and Apache Reservation) seminar to educate parents, caregivers, providers, teachers, agencies and organizations
2015-2016 Served as a board member of the Salvation Army
2015 Completed Arizona Department of Health Services Quality Improvement Training
2014 Graduated from Navajo County Leadership Academy
2014 Graduated from White Mountain Leadership Academy
2013 Completed the Seven Habits of Highly Effective People Training
2005 Received Fire I & II Certification (over 23 different training and certification in the fire service between 2004 – 2013)

REFERENCE

KRISTI IANNUCCI, VP – INTEGRATION TELESPECIALIST

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VICKY SOLOMON, PROGRAM COORDINATOR AT NEXUS COALITION FOR DRUG PREVENTION

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