

NICKI VENABLE
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[N N V E N A B L E @ G M A I L . C O M](mailto:NNVENABLE@GMAIL.COM)

SUMMARY OF PROFESSIONAL QUALIFICATIONS

- 23 years of professional experience.
- Strong written and oral communication skills.
- Strong organizational skills and accurate documentation/record keeping.
- Dedicated, innovative team player.
- Computer proficient with MS Office Applications & World Wide Web.
- Motivational Interviewing Trainer, Basic Enhancing Change Readiness via the use of Motivational Interviewing Elizabeth Fabiano, MCA & Frank Porporino, Ph.D., Advanced Motivational Interviewing Training Cathy Cole, MSSW, LCSW, Motivational Interviewing Network of Trainers Stephen Rollnick, Ph.D. & William Miller, Ph.D.

EDUCATION

September 2007 Indiana Wesleyan University Fort Wayne, Indiana
Master of Science in Management

- Relevant coursework includes Theory and Practice of Leadership, Managerial Ethics, Managerial Economics, Human Relations and Organizational Leadership, Analysis and Decision-Making, Quality, and Motivational Development and Change.

January 2000 Daytona Beach Community College Daytona Beach, Florida
Officer Recruit Certificate

- Relevant coursework included First Responder, Defensive Tactics, Weapons, Emergency Preparations, Legal Issues, Organizational Behavior, Corrections, and Criminal Law.

May 1998 Indiana University-Purdue University Fort Wayne, Indiana
Bachelor of Science in Criminal Justice

- Relevant coursework includes Public Policy, Organizational Behavior, Corrections, Criminal Law, American Government and Politics.

PROFESSIONAL EXPERIENCE

June 2014-Current City of Fort Wayne Fort Wayne, Indiana
Professional Development Manager

- Provide City of Fort Wayne management and employees with support to guide them in areas of continued growth and development. Establish enriching developmental opportunities for management and employees through discussion, coaching, training and personal development plans. Educates management and employees on behavior modification to assist in guiding and motivating individuals to change their actions or intentions in the work setting.

April 2001- June 2014 Allen County Community Corrections Fort Wayne, Indiana

Staff Development Manager

- Serves on an Executive Management Team to ensure the establishment of Evidence Based Programming and public safety. Fosters partnerships with outside entities and locates resources to assist Allen County Community Corrections in fulfilling its mission. Trains all staff in the development of Motivational Interventions and represents Allen County Community Corrections in motivational-based alternative sentencing in specialized courts. Develops strategies to communicate with and reach out to faith and community based organizations and implement strategies.

June 2008 – June 2010 ITT-Tech Fort Wayne Campus

Fort Wayne, Indiana

Instructor

- Serving as an adjunct instructor for those seeking further education in the Criminal Justice field of study.

October 2000 – January 2001 Ormond Police Department

Ormond Beach, Florida

Community Service Officer

- Responsible for patrol, traffic control, animal enforcement, criminal investigations, and enforcing the laws of the State of Florida and the Code of Ordinances of Ormond Beach.

September 1999 – October 2000 Volusia County Jail

Daytona, Florida

Officer

- Enforced local, state and federal laws by implementing effective policy to protect the lives and property of the people. Monitored detainees' activities and behaviors, ensured compliance with facility rules and regulations. Coordinated security plans and provided security for social events and extracurricular activities. Monitored the facilities to ensure the full protection of occupants. And operated surveillance systems and patrol the grounds to protect against possible hazards.

January 1997—July 1999 Fort Wayne Police Department

Fort Wayne, Indiana

Technician

- Maintained a certification to enter/query information in the Indiana Data and Communications System and National Crime Information Center (IDACS/NCIC). Provided telecommunications to on duty officers and other criminal justice agencies. Assisted Crime Scene Officers with photography and fingerprinting. Fingerprinting for both Fort Wayne Police Department and Allen County Sheriff Department.

SPECIALIZED TRAINING

Classroom Facilitation

Crime Scene Photography

Finger Print Technician

Defensive Tactics

Crisis Intervention (CIT Certified)

Firearms

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For more information: <http://www.motivationalinterviewing.org>

REFERENCES AVAILABLE UPON REQUEST