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Administration for Children and Families
U. S. Department of Health and Human Services
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EDUCATION:

Harvard University, Graduate School of Arts and Sciences, Cambridge, Massachusetts
Ph.D. in Public Policy, 1991. Dissertation on the effects of childhood poverty.

Harvard University, Kennedy School of Government, Cambridge, Massachusetts
Master of Public Policy, 1984. Concentration in human services policy.

Yale University, New Haven, Connecticut
Bachelor of Arts, cum laude, 1979. Major in philosophy.

WORK EXPERIENCE:

United States Department of Health and Human Services, Administration for Children and Families, Office of Planning, Research and Evaluation, Washington, DC

Director, November, 2004 -- present

Acting Director, January 2004 – November 2004

Director, Division of Child and Family Development -- January 2001 – December 2004

Lead the development and conduct of major research, demonstration and evaluation studies related to the programs of the Administration for Children and Families and the populations they serve. Work in collaboration with federal, state, local and private agencies to improve programs serving children and other vulnerable populations, strengthen and promote family stability and economic self-sufficiency, and promote the healthy growth and development of children and families. Lead the Administration for Children and Families' strategic planning and performance management activities.

United States Postal Service Commission on A Safe and Secure Workplace, Washington, DC

Director

October 1998 – December 2000

Oversaw all operations of independent, bipartisan commission to study workplace violence in the United States Postal Service and the nation. Supported the deliberations of six commission members. Designed overall research plan and led study components including employee survey, analysis of administrative data and national survey data, semi-structured interviewing, and assessment of workplace climate and practices. Developed findings and recommendations and wrote final report. Recruited and supervised staff, subcontractors and consultants.

The Urban Institute, Washington, DC

Project Manager, Assessing the New Federalism

July 1996 – September 1998

Managed operations of a large, complex project studying the devolution of social programs from the federal government to the states, focusing on health policy, income support, job training, and social services. Coordinated activities of over 100 staff located in several research centers. Identified issues for decision, facilitated decision-making, and ensured follow-up. Developed and monitored budget. Supervised administrative staff. Prepared proposals and reports to multiple funders as well as project updates for internal and external audiences. Developed and formalized procedures for project management. Led special projects, including development of on-line database of state-level information for public use, and report of indicators of family well-being based on the project's household survey.

United States Department of Health and Human Services, Office of the Assistant Secretary for Planning and Evaluation, Washington, DC

Executive Assistant to the Assistant Secretary for Planning and Evaluation

May 1993 – June 1996

Provided direct support and advice to the assistant secretary and used independent judgment in making decisions on his behalf. Led special initiatives requiring coordination across the department. Allocated resources and assignments, and monitored implementation of assignments. Represented the assistant secretary with senior department staff as well as external parties. Handled many management functions and oversaw administrative functions. Chaired the office's peer review panel for research procurements and funding announcements.

Brigham and Women's Hospital, Boston, MA

Assistant Director, Center for Perinatal and Family Health

May 1991 – April 1993

Supported, evaluated, and expanded hospital initiatives in infant mortality prevention and related areas. Conducted research to inform program design through improved understanding of the hospital's service population. Evaluated ongoing initiatives. Represented the hospital in citywide projects and collaborated with community-based agencies as well as hospital caregivers and administrators. Oversaw budget and spending, wrote funding proposals and reports, managed operations and supervised junior staff.

Carnegie Corporation of New York, New York, NY

Consultant

January 1988 – April 1993

Provided consultation to the president of the foundation on children's policy including early child development, child and adolescent welfare and education, child care, prenatal care, and family services. Assessed current research to inform foundation initiatives. Served as rapporteur and authored papers for the Carnegie Task Force on Meeting the Needs of Young Children.

Harvard University, Kennedy School of Government, Cambridge, MA

Teaching and research fellow

September 1986 – May 1991

Taught classes in family policy, policy analysis methods, microeconomics, and statistics. Designed courses and supervised teaching assistants. Edited working paper series of the Wiener Center for Social Policy and numerous other articles and papers.

Indian Statistical Institute, New Delhi, India

Research fellow

February 1986 – May 1986

Designed and carried out analysis of data on the relationships among family structure, gender, and educational achievement among farming households in three Indian states.

Commonwealth of Massachusetts, Budget Bureau, Boston, MA

Budget Analyst

May 1984 – February 1986

Developed the Governor's annual budget recommendation for welfare and social services programs, including supporting narrative and analyses. Negotiated with officials in three state agencies and provided analyses of spending and performance.

Abt Associates, Inc.

Research Assistant

January 1982 – April 1983

Studied topics in law and justice ranging from identification of exemplary projects in corrections to estimation of unreported income from illegal activities. Responsibilities included research design, analysis, and writing.