



# TINA HARVEY

COMPLIANCE AND LEGAL ANALYST

## CONTACT

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## EDUCATION

### Master of Public Administration

North Carolina Central University  
2024 - 2025

### Bachelor of Psychology

Kennesaw State University  
2022 - 2024

### Associate of Early Education

University of Mount Olive  
2007 - 2010

### Certificates in Paralegal Studies

Blackstone Career Institute

- 2019 - Civil Litigation
- 2020 - Family Law
- 2024 - Real Estate Law

## SKILLS

- Business Solutions
- Consumer Advocacy
- Data Analysis
- Financial Management
- Operational Leadership
- Program Development
- Public Relations
- Strategic Planning
- Talent Acquisition
- Technical Writing

## CERTIFICATIONS

- Community Healthcare Worker
- Lexis Nexis Paralegal Mastery
- Medical Coding Reimbursement
- MRT Group Facilitator
- Peer Support Specialist
- Workers' Compensation

## PROFESSIONAL SUMMARY

Dedicated to social justice, diversity, and inclusion, Tina Harvey brings over three decades of impactful experience in the healthcare sector. With a conceptual consciousness, she advocates for consumers with impartiality and integrity, transcending barriers of race, creed, class, gender, and color. Tina excels in cultivating public awareness and effectively navigating resources to provide reliable and comprehensive services to at-risk populations, including those seeking refuge from homelessness, criminal justice reintegration, family reunification, crisis stabilization, school-based alternative suspension, and youth independent living.

## WORK EXPERIENCE

- **Program Administrator**  
Transformative Justice Youth Program | Cary, NC 2022 - Present
  - Implement all project initiatives in accordance with the bylaws and policies of the Board of Directors that define the purpose of nonprofit management.
  - Analyze strengths, gaps, and efficiencies of the organization, balancing its health with its programmatic needs and functions.
  - Develop policies for personnel management, financial operations, fundraising activities, and client service delivery.
  - Promote collaboration between community-based organizations and local government agencies in order to broaden public engagement.
- **Executive Director**  
Trinity Healthcare Partners | Durham, NC 2014 - 2021
  - Manage the day-to-day operations of the organization in order to maintain business integrity and establish mutually beneficial community partnerships.
  - Ensure that LME/MCO contracts and applicable governing laws are adhered to when developing and implementing programmatic and administrative outcomes.
  - Oversee all contract programs, analyze annual budgets, and consolidate statistical data to maintain quality assurance.
  - Provide professional consultation, methods, and procedures for program development and administration.
- **CEO and Center Director**  
Triumph Learning Academy | Durham, NC 2010 - 2014
  - Deliver evidence-based and culturally sensitive counseling, education, and activities.
  - Organize professional development seminars to maintain a working knowledge of the current best practices of curriculum and administration in child development programs.
  - Adopt and adhere to administrative policies and operational procedures according to NC DHHS Division of Child Development and Early Education and NC Secretary of Health and Human Services.
  - Conduct all administrative functions, including budgeting, finance, human resources, and regulatory compliance.

## AFFILIATIONS

- National Association of Legal Assistants (NALA)
- National Association of Peer Supporters (NAPS)
- National Council of Juvenile and Family Court Judges (NCJFCJ)
- National Forum for Black Public Administrators (NFBPA)

## REFERENCES

Anthony J. Smith, Ph.D.  
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