



Dr. Sabrina Y. Lewis is a Program Manager for Disaster & Humanitarian Services (DHS) responsible for managing grant programs and Disaster Case Managers (DCMs) to assist DCMs with timeliness of information, helped t Disaster Case Managers (DCMs) reach their goals of serving the community, provided support and monitor customer service that the DCM provides to clients, coordinated resources for clients, collaborated with other agencies, supported and advocated with governmental and non-governmental agencies and organizations as necessary, maintained appropriate documentation of client files, reviewed case file for compliance and ensured all case documentation is legible, accurate, and complete.

Before coming to DHS, **Dr. Lewis** also worked as a President/Owner of EBR, Dr. Lewis has experience in interacting with state, federal, and local agencies such as: Veterans Services, Education: Enrollment and retention/Outreach for Student Success, Curriculum/Instructional, Job Coaching, Job Training, Staffing and Hiring, and Screen job applications, Resume Writing and Interviewing Skills, Criminal Background Checks/Drug Screening, Professional Development Training for employees, staff, managers, and leaders, Compliance/Audits and assist small businesses with business expansion and business development.

Dr. Lewis has over 23 years plus of experience in human resources training and development, business, instruction, veteran services, case management, accounting, and student services professional in higher education. Dr. Lewis performed tasks such as: provided the overall administration of Veterans Affairs and Student Support Services, provided effective leadership for District Counselors for Veteran Affairs, Online Student Services/ADA and interpreting services, currently teach classes of high demand in the Business Technology Area. In addition, Dr. Lewis oversaw the day to day operation of the Career and Technical Education along with 5 programs in the Workforce area. Furthermore, Dr. Lewis oversaw the overall planning and administration of the Benefits Department.

DISASTER PROJECTS:

2018 – 2019 - Disaster & Humanitarian Services (DHS) is a non-profit organization that helps to rebuild hope where it's been damaged or lost. Engage each client to cooperatively participate in the development, implementation, and ongoing review of an individualized disaster recovery plan.

1992 – 2015 – Houston Community College (HCC) open admission, public institution of higher education offering a high-quality, affordable Education. Provided case management veterans' transition from military life to student life and prevent crisis.

EDUCATION

Doctor of Management (DM) in Organizational Leadership – University of Phoenix, Phoenix, Arizona

Master of Business Administration (MBA) – Business Administration, Texas Southern University,
Houston, Texas

Bachelor of Science (BS) – Business Administration/Accounting, Wiley College, Marshall, Texas

CERTIFICATIONS

Job Placement

Job Skills Trainer & Job Coach

Vocational Adjustment Training (VAT) & MOS Certified