**Rev. Nordia S. Henry**

**Lot 26 Melanie Court, Stadium Gardens, Phase 3**

**Kingston 5, St. Andrew**

**Tel: (876)298-4831(mobile)**

**Email address: nordiahenrydunbar@gmail.com**

# Experienced professional with extensive coordinating, advising, counseling, planning and social development experience. Proven talents in leading teams and managing projects, and facilitating individual and organizational change.

# Relevant Skills:

* Leadership, Coaching & Mentoring
* Counselling and Chaplaincy
* Rehabilitation intervention
* Change management
* Strategic planning
* Crisis Management
* Data collection and analysis
* Human Resources & Problem Solving

# Microsoft productivity tools: Excel, Word, Publisher and Power Point

**Education**

2021 – present Claremont School of Theology, Claremont California.

**Doctor of Philosophy, Spiritual Care and Counselling**

2019– 2024 St. Thomas University, Miami, Florida.

**Doctor of Philosophy, Ethical Leadership**

2017 – 2019 Virginia Union University, Richmond, Virginia.

**Master of Divinity**

2006 – 2010 University of the West Indies, Mona.

**Masters of Science, International Relations**

2002– 2005 University of the West Indies, Mona .

**Bachelor of Arts, History**

**Work Experience:**

**August 2021 – August 2023, Chaplain**

Providence Health, Mission Hills, California

• Provided grief support and counselling to families in a hospital setting.

• Planned and conducted weekly community worship experiences.

•Chaired Ethics Committee.

• Assessed barriers to performance and offered resources and support to employees of all levels at multi-state health system.

**August 2020- August 2021, Chaplain,** Jackson Memorial Hospital, Miami Florida.

* Provided grief support in a clinical setting
* Conducted weekly worship services
* Provided presurgical and postsurgical counseling
* Facilitated community engagement activities

**August 2019 – August 2020, Chaplain**

Christus Trinity Mother Francis Hospital, Tyler, Texas.

**•** Provided grief support and counselling to families in a hospital setting.

• Networked with internal and external stakeholders on issues of change management, identifying and sourcing resources needed for vulnerable groups.

• Researched and facilitated ethics discussions.

• Provided pastoral care to staff

* Trained hospital staff on ethical issues within the organization.

**September 2016 - February 2017 - Community Renewal Compliance Monitoring Supervisor**

National Housing Trust- 4 Park Boulevard, Kingston 5

* Designed programs that aimed at creating awareness among residents in the inner-city communities on their roles and responsibilities towards nation building.
* Supervised a team of Community Renewal Officers in carrying out compliance and public education on the policies of the National Housing Trust.
* Mobilized and sensitized community members on statutory obligations such as paying contributions and its benefit.
* Disseminated relevant materials within communities.
* Coordinated and managed Community Leaders to develop and implement sustainable community activities.
* Conducted training and orientation for community and group leaders through workshops and training sessions.
* Planned and coordinated community sensitization sessions with stakeholders to improve social housing standards.
* Planned and coordinating Community Mobilization activities to empower the residents to invest in their communities.
* Prepared monthly reports to Strategic Management.
* Capacity building and training of the school, youth and community leadership.
* Provided co-curricular activities such as Music for Transformation in schools to assist in the engagement of youths in the community and assist them to develop better social and life skills
* Managed budget in excess of Ten Million Dollars ($10,000,000.00) annually for social programs in communities.

**2013 October – August 2016 – Social Development Officer**

National Housing Trust- 4 Park Boulevard Kingston 5

* Maintained comprehensive records and files to support decision making.
* Prepared and submitted routine special reports.
* Prepared submissions for Leadership Team and The Board of Directors.
* Initiated social interventions strategies for at risk communities.
* Carried out investigations into arrears owed by beneficiaries and conducted financial counselling to assist beneficiaries in improving their obligations to the National Housing Trust.
* Ensured timely responses to ad hoc requests from internal customers.
* Participated in the planning and implementation of community service and public education to keep contributors and the general public informed of the programmes of the NHT.

**2012 -2013 - Management Analyst (intern)**

National Housing Trust -4 Park Boulevard, Kingston 5

* Prepared presentation materials, arranged and conducted meetings with stakeholders/management.
* Analyzed processes and procedures and prepared comprehensive reports with recommendations for improvement.
* Provided support to managers by diagnosing problems/ issues and recommended solutions
* Arranged meetings and made presentations of policy proposals.
* Assisted in the implementation of approved recommendations as required.

**2006-2012 – Loan Officer**

National Housing Trust - 4 Park Boulevard, Kingston 5

* Prepared audit management responses.
* Conducted loan interviews and approved loans up to Three Hundred Million ($300,000,000.00) monthly.
* Assessed mortgagor’s ability to repay approved mortgage loans.

**Professional Qualifications:**

2019 **Elders Ordination, African Methodist Episcopal Church**

2019 Association for Clinical Pastoral Education

**Certified Clinical Chaplain**

Women in Ministry:

2021-present first vice president women in Ministry

Sixteenth Episcopal District

2020 -2021 second vice president, Women in Ministry

Sixteenth Episcopal District

Church involvement

2016 -2017 Director Young People’s Division. Jamaica Annual Conference

Women’s Missionary President

Chapel of Christ Our Redeemer AME Church

Jamaica Annual Conference

Sixteenth Episcopal District

**References:**

Ava Ann Scott,

Former Manager, National Housing Trust

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