

Sarah Antone, MSW
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PROFESSIONAL SUMMARY

Self-motivated and results-driven leader with over 12 years of experience in social services management and organizational development. Proven expertise in driving strategic initiatives, optimizing operational efficiency, and cultivating strong community partnerships. Adept at budget management, policy development, and program oversight. Dedicated to improving youth services and enhancing organizational growth through leadership, staff development, and continuous improvement strategies.

PROFESSIONAL EXPERIENCE

Division Administrator

Catholic Charities Hawaii — Honolulu, HI | **09/2018 – Present**

- Lead the Youth Enrichment Services division, providing strategic direction and oversight for program delivery and staff development across multiple programs and contracts.
- Manage a multi-million-dollar annual budget, ensuring efficient allocation of resources and financial sustainability.
- Spearhead operational policy development, aligning with organizational goals and regulatory standards.
- Foster a culture of Continuous Quality Improvement (CQI) through the implementation of safety and quality service initiatives, leading to enhanced service outcomes.
- Negotiate contracts and secure alternative funding sources, ensuring the continuation and expansion of critical youth services.
- Collaborate with executive leadership as a member of the Senior Management Team, contributing to organizational strategy, implementation and decision-making.

Manager, 'Ohana Conferencing

EPIC 'Ohana Inc. — Honolulu, HI | **05/2017 – 08/2018**

- Provided senior-level management support to supervisors overseeing 'Ohana Conferencing programs, ensuring alignment with organizational mission and service quality.
- Utilized data-driven insights to enhance program outcomes and operational efficiency.
- Partnered with community organizations and Child Welfare Services to advance family-centric service models.
- Led strategic planning initiatives, ensuring long-term program sustainability and community impact.

Program Director, CCSS-IHBS

Catholic Charities Hawaii — Honolulu, HI | **03/2017 – 05/2017**

- Directed a team of clinical therapists providing intensive home-based therapy services, adhering to evidence-based practices and HOMEBUILDERS standards.

- Provided 24/7 consultation and support to therapy staff, ensuring comprehensive service delivery.
- Facilitated ongoing staff training, performance evaluations, and professional development.
- Oversaw data collection and program reporting, ensuring adherence to funding requirements and performance metrics.

Program Director, CCSS-VCM

Catholic Charities Hawaii — Honolulu, HI | **10/2012 – 05/2017**

- Supervised case management services for families, coordinating service delivery in compliance with Child Welfare Services (CWS) protocols.
- Managed quality assurance processes and participated in CWS Continuous Quality Improvement reviews, contributing to enhanced service effectiveness.
- Led cross-functional teams in the implementation of best practices and facilitated staff development initiatives.

Parent Consultant

Na 'Ohana Pulama, Catholic Charities Hawaii — Honolulu, HI | **06/2011 – 10/2012**

- Collaborated with multi-disciplinary treatment teams to ensure high-quality services for youth with severe emotional and behavioral challenges.
- Provided 24-hour crisis intervention, clinical support and consultation, supporting youth and families in critical situations.
- Coordinated licensing processes for therapeutic foster parents and conducted pre-service and ongoing training.

EDUCATION

Master of Social Work (MSW)

Hawaii Pacific University

Bachelor of Arts in Psychology

Hawaii Pacific University | *Presidential Scholar*

PROFESSIONAL AFFILIATIONS

- **Member**, Juvenile Justice State Advisory Council | **08/2019 – Present**
- **Member**, Nā Kama a Hāloa | **04/2019 – Present**
- **Member**, Pearl Haven Community Advisory Board | **2020 - Present**