

## **Pam Heavens**

**Address:** 2680 Crescenzo Drive  
Joliet, Illinois 60436

**Educational Background:** Bachelor of Science, Liberal Arts and Sciences, Psychology,  
University of Illinois; Urbana, Illinois 1978

Associate Degree, Liberal Arts and Sciences, Psychology,  
Joliet Junior College; Joliet, Illinois 1976

### **Career Experience:**

1989 to Present: Executive Director of the Will-Grundy Center for Independent Living in  
Joliet, Illinois.

1980 - 1989 Consumer Relations Specialist at the Easter Seal Rehabilitation Center of  
Will and Grundy Counties.

# Reports to the President of the Board of Directors and meets regularly with him/her.

# Attends all Board meetings and all committee meetings, or assigns a staff liaison to  
committees as appropriate. Takes part in Board and committee meeting discussions and is  
an active participant in Board business.

# Reports regularly to the Board about progress toward Center objectives, financial status,  
and other issues of concern or interest to the Board.

# Prepares and submits annual report to the Board, funders, and other entities.

# Initiates and assists in the development of policies for Board approval.

# Provides the Board with adequate information to help it reach sound decisions and establish  
policies.

# Ensures that the accounting, bookkeeping, record keeping, reporting, budgeting, and  
vouchering functions are performed in accordance with professional standards by applying  
well established principles, theories, concepts and practices.

# Maintains the Center's financial viability; approves expenditures within the Board  
approved budget and provides periodic financial reports to the Board.

# Supervises fund raising activities and provides periodic updates to the Board.

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- # Manages staff and volunteers in the accomplishment of the Center's mission including: recruiting, hiring, evaluating, promoting, counseling, reprimanding, and terminating employment; assigning and scheduling jobs, all in accordance with the Center's personnel policies, procedures and by-laws.
- # Serves as general coordinator of advocacy and community awareness programming.
- # Acts as spokesperson for the Center in dealings with other organizations, consumer and community groups, and general public.

### **Related Activities**

- # Consumer Representative – Representative Assembly, American Occupational Therapy Association, 2007 to present
- # President, Statewide Independent Living Council of Illinois, 2003 - 2005
- # President, Illinois Network of Centers for Independent Living - 1999 to 2001
- # Illinois Statewide Independent Living Council Member - June 1998 to present
- # Silver Cross Community Trustee - 2000 to present
- # Will County Workforce Investment Board Member - 2000 to present
- # Co-Chairman, Joliet Mayor's Committee on Citizens with Disabilities - 1991 to present
- # Advisory Board, Illinois Center for Rehabilitation & Education, 1995 to present
- # Will County Domestic Violence Commission - 1992 to 1999
- # Rotary Club of Joliet - 1997 to present
- # Zonta Club of the Joliet Area - 1992 to present
- # Church of St. Jude Parish Council - 2001 to 2005
- # State Rehabilitation Council - 2001 to 2008
- # Easter Seal of Will-Grundy Counties Board of Directors - 1993 to 2000; 2001 to present
- # United Cerebral Palsy of Will-Grundy Counties Board of Directors - 1993 to 2002

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- # Blue-Ribbon Committee on Para-Transit, June 2008 -
- # Will County Advisory Committee on Disability – 2004 to present
- # Illinois Attorney General Access Committee - 1991 to 1995
- # Regional Transit Authority Advisory Council - 1995 to present
- # District Coordinator for the Illinois Attorney General ' s Office to override the veto of funding for the Comprehensive Health Insurance Plan - 1988
- # District Coordinator for the Illinois Attorney General's Office to promote the passage of the Comprehensive Health Insurance Plan - 1986
- # Coalition of Citizens with Disabilities in Illinois - 1984 to present
- # Ministry with Persons with Disabilities Council Member, Diocese of Joliet - 1988 to 1991
- # Project Review Committee for Metra's Accessible Railcar Project - 1987 to 1989
- # Pace Advisory Council - 1998 to Present
- # Illinois Assistive Technology Project Regional Advisory Council - 1994 to 1998
- # Vice-President, Illinois Network of Centers for Independent Living - 1992 to 1994
- # President, Board of Directors, Will-Grundy Center for Independent Living - 1987 to 1988
- # Vice President, Will-Grundy Center for Independent Living - 1985 to 1987
- # Public Member, Illinois Occupational Therapy Licensure Board - 1984 to 1995
- # Co-Chairman, Leadership Committee to develop federal grant proposal for the Will-Grundy Center for Independent Living - 1988
- # Will-Grundy Center for Independent Living Board Member - 1984 to 1989

### **Honors**

- # 2008 Inductee Joliet/Will County Hall of Pride
- # 2006 Recipient of the DeLaSalle Award for Community Service from Lewis University

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- # 2006 Volunteer of the Year Award from Easter Seal Joliet Region
- # 2003 Recipient of the Marx Gibson Excellence in Community Leadership Award – University of St. Francis and Joliet Region Chamber of Commerce and Industry
- # 2002 George Sangmeister Medal of Excellence for Outstanding Community Service - Silver Cross Hospital
- # 1998 Key Community Leader Award - Delta Kappa Gamma Society International, Illinois Lambda State, Beta Rho Chapter
- # Outstanding Staff Member 1988 - Easter Seal Rehabilitation Center of Will-Grundy Counties
- # Handicapped Professional Woman of the Year Nominee 1987 - Pilot International
- # Human Services Award Nominee 1985, Community Services Council of Will County
- # Citizen of the Month, City of Joliet - September 1985
- # Outstanding Young Women of American Nominee - 1980
- # Who's Who of America 's Junior College Students - 1976
- # Who's Who of America 's High School Students - 1974
- # Three time nominee - Joliet Region Chamber of Commerce and Industry Athena Award

### **Personal**

I am a lifelong resident of the Will-Grundy County area, having lived in my own home in Joliet for 26 years.

### **Interests**

Reading  
Swimming  
Traveling

### **References**

Personal and professional references available upon request.

