



Margo Hurston-Peavy

EXPERIENCE

October 2010 - Current

Program Manager U.S. Department of Homeland Security | New Orleans, LA

- Served as the conduit for field offices in three states and agency Headquarters operations units in Washington, DC.
- Helped co-workers improve productivity and performance through hands-on coaching and mentoring to achieve agency mission.
- Drafted and implemented standard operating procedures in various investigative disciplines for optimal office efficiency.
- Developed programs and initiatives to support agency's long-term goals.
- Remained calm and professional in stressful circumstances and when dealing with unhappy defendants and co-workers, effectively diffusing situations.
- Treated co-workers with fairness and respect, providing recognition of accomplishments and improving morale.
- Demonstrated excellent communication skills in resolving disputes.
- Provided leadership, insight and mentoring to newly hired co-workers to supply knowledge of various agency programs.

September 1997 - Current

Special Agent U.S. Department of Homeland Security | New Orleans, LA

- Provided detailed reports on all investigative activities.
- Recommended policies, procedures, and strategic goals to meet agency requirements.
- Coordinated security operations, equipment, and personnel to protect employees and property.
- Built effective working relationships with law enforcement professionals, resulting in improvements in case investigations and prosecutions.
- Investigated crimes, gathered evidence, made arrests, and prepared legal documentation for court action.
- Gathered evidence for court cases and appeared in court.
- Supervised staff in criminal investigations involving multiple states and jurisdictions.
- Monitored wide-ranging investigations involving undercover work.
- Executed search warrants on properties suspected of illegal criminal activities while following protocols to maximize personnel safety.
- Interpret and enforce federal criminal/administrative laws and statutes of the United States.

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SUMMARY

Active, organized, and motivated member of the Mystic Krewe of Femme Fatale eager to apply time management, new ideas, and organizational skills in various disciplines to ensure the continued success of the organization. Seeking Board of Directors position to expand leadership skills while facilitating organizational growth and ensuring equality and transparency to the membership.

SKILLS

- Policy and procedure improvements
- Partnership development
- Budget coordination
- Performance monitoring
- Project coordination
- Program leadership
- Team building
- Working collaboratively
- Working knowledge of Robert's Rules

EDUCATION AND TRAINING

May 1996

Bachelor of Arts | Political Science
Alabama A & M University, Normal, AL

- Summa cum laude graduate
- Minor in Criminal Justice

February 1998

Criminal Investigator Training Program
Federal Law Enforcement Training Academy, Glynco, GA

AFFILIATIONS

- Alpha Kappa Alpha Sorority, Inc., Tau Iota Omega Chapter (Slidell, LA)
Member Since March 1995 (Silver Star)
Active on several organizational committees

- Mystic Krewe of Femme Fatale, New Orleans, LA
Member Since September 2014
Served as Float Co-Lieutenant since 2016
Active on several organizational committees

HOBBIES

Baking, Reading, Traveling, Crafting, Spending time with family