

LAUREN FISH

Experience

Chief County Assessment Office
Alternate Chair – Board of Review
Alternate - Board of Review

Waukegan, IL
August 2022 - Present
August 2020 - Present

- Lead and assist with tax assessment hearings for written appeals for commercial and residential parcels within Lake County that claim to be over- or under-assessed.
- Responsible for stakeholder management with property owners, Lake County staff, township assessors, and legal counsel.
- Manage the documenting of each case for the record in accordance with the Open Meetings Act, as well as ensure that the day's docket stays on time and all cases are heard.

Baird & Warner – The Forward Group
Real Estate Broker & Operations Manager

Libertyville, IL
February 2019 - Present

- Establish, develop, and maintain relationships with clients, community members, and the real estate community.
- Analyze local real estate market data to identify leading/lagging indicators and trends.
- Completed LEAD, a specialized year-long training and mentorship program for selected Brokers to continue to develop leadership and management skills to be prepared for future Managing Broker opportunities.
- Research and develop client-specific comparable market analysis (CMA) and other relevant reports.
- Host one-on-one meetings with clients, prospects, and personal sphere to answer questions and educate them on various aspects of the real estate field and our local markets.
- Effectively communicate with clients to determine their wants/needs for their personal real estate endeavors and be their advocate through the entire process.
- Create marketing plans and materials for print, email, and social media.
- Manage administrative systems such as; Cloze CRM, client tracker, advertising platforms, etc...

Ernst & Young
Experience Manager

Chicago, IL
June 2017 – July 2018

- Assigned appropriate client service personnel to engagements. This involved assessing the engagement needs, reviewing available options, and recommending people that meet the requirements of Sub-Areas and clients.
- Resolved conflicts with engagement team members by identifying alternative roles that meet engagement requirements and the developmental goals of staff.
- Built relationships with client service personnel, to identify personal schedule preferences and/or career development issues.
- Analyzed actual and projected resource utilization for projects to anticipate availability of people and proactively decrease the time that people spent unassigned.
- Engaged with Sub-Area leadership to develop staffing plans for each quarter and discuss client service personnel performance.

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Abbott

Professional Development Programs Specialist
Leadership Development

Abbott Park, IL
January 2013 – July 2015

- Organized and managed 6 annual training and networking events for 25 - 250 members and stakeholders each year. Events included: New Hire Orientations, Global PDP Week, Recruiting/Intern Events, and Area PDP Week.
- Provided support and direction to members through career development and performance review discussions.
- Partnered with business stakeholders to determine member assignments on a global scale for each rotation.
- Oversaw the program's budget changes monthly and processed all vendor invoices accordingly.
- Managed relationships with PDP member volunteer groups, vendor contacts, Business HR, TA recruiters, and divisional PDP supporters.
- Created additional assessment tools to further identify high potential members and find performance gaps in those struggling with meeting performance standards.

Professional Development Programs Coordinator
Leadership Development

February 2011 – January 2013

- Designed and provided analysis for program surveys regarding all aspects of the program experience for members, managers, and mentors.
- Provided administrative support to the Program Director, two Program Managers, and four other program staff members.
- Assisted with all domestic and international rotation moves to include; travel, housing, and reimbursements.
- Managed the financial processing of all purchase orders and invoices for all programs.

Education

Southern Illinois University Edwardsville
Bachelor of Arts- Industrial/Organizational Psychology
Minor- Business Administration

Edwardsville, IL
December 2010

Professional Affiliations & Community Involvement

President, Joining Forces for Affordable Housing – Gurnee Chapter
Vice-President, Warren Township High School Alumni Foundation
Member, Mainstreet Organization of Realtors

2025 - Present
2023 - Present
2019 - Present