

Brad Leake

Operations Management and Data Analysis in Healthcare, Nonprofits, and State Government

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My background is in managing staff, finances, and daily operations and in producing the data and reports that leaders and oversight bodies rely on. At the South Carolina Department of Social Services, I led a division of more than 70 staff responsible for quality assurance, performance management, data and research, and contract monitoring, and I reported directly to the State Director. After that, I spent seven years as chief of staff and director of operations for a large church with a \$3 million budget, where I oversaw finance, human resources, IT, and facilities.

Since 2024 I have led data and analysis work at Public Goods Group for hospital community health needs assessments, IRS Schedule H community benefit reporting, and foundation grant programs. I also work as an independent consultant on Power BI and Tableau dashboards, Excel and Google Sheets tools, Planning Center implementations, and nonprofit finance.

EXPERIENCE

Public Goods Group (Health Equity Consultancy)

Remote

Senior Program Director

2024 – Present

- Lead the data and analysis for Community Health Needs Assessments for Piedmont Healthcare, Northeast Georgia Health System, and Shepherd Center, including public health data and the analysis of community survey responses.
- Prepare IRS Form 990 Schedule H community benefit reporting for Piedmont Healthcare's 14 hospitals, combining and standardizing roughly 2,000 program records with a consistent workflow for each hospital.
- Built the Power BI dashboard that lululemon Gives uses to track more than \$100 million in grants against its long-term goals, and served as data lead for its Community Wellbeing Grant review.
- Built and published Tableau dashboards on food insecurity, housing cost burden, reading and math proficiency, and other community wellbeing topics.

Greenhouse Movement (Nonprofit)

Remote

Director of Finance (part-time)

Jul 2026 – Present

- Brought in to revamp financial controls and processes, bring the books current and keep them maintained across two QuickBooks Online entities, and restore confidence in the financial reports and board reports.
- Restarted monthly budget-to-actual reporting for the executive director and board, divided vendor setup, bill entry, and payment release among different people, and am preparing the organization for an outside audit.

Self-Employed

Greenville, SC

Data and Operations Consultant

2023 – Present

Data, reporting, and operations consulting for churches, nonprofits, and small businesses. Top Rated Plus on Upwork, with more than 30 contracts completed or in progress.

- Led a Planning Center implementation for a Greenville parish, moving 854 people from two older systems and setting up worship services, volunteer scheduling, the member directory, the Church Center app, and a membership pathway.
- Built a contractor payment workbook for a disability services provider operating in four states, from gathering requirements with the accounting staff through testing, the live install, and support after launch.
- Built dashboards, Excel and Google Sheets tools, and form automations for clients that include a flight school and a music education company.

Grace Community Church

Nashville, TN

Chief of Staff and Director of Operations

2018–2025

Led the staff and all operations for a church with a \$3 million budget, supervising 13 employees. Full time from 2018 to 2024, then part time over operations through July 2025.

- Owned financial reporting, budgeting, and forecasting for the elders and the congregation, and put financial controls in place, including a multi-step check approval process and independent deposit verification.
- Moved the church's membership, giving, and operations records onto Planning Center as a single church management system, trained staff and volunteers, and maintained the system afterward.
- Negotiated and managed vendor contracts for IT, facilities, and construction-related work, and managed the network, hardware, and security equipment.
- Supported a \$12 million building expansion by keeping the financial documentation current and handling communication with the bank.

South Carolina Department of Social Services

Columbia, SC

Director of Accountability, Data and Research

2013–2018

Led a division of more than 70 staff covering quality assurance, performance management, data and research, contract monitoring, and appeals and fair hearings, and reported directly to the State Director.

- Produced regular and custom reports on child welfare, SNAP, TANF, adult protective services, and child care licensing, and served as the agency's main source of child welfare data for leadership, federal partners, and court monitors.
- Oversaw the state's Child and Family Services Review case reviews, carried out through a contract with the University of South Carolina, including development of the review instrument and its approval by the federal government.
- Managed the agency's contracts with the University of South Carolina, Clemson University, and Winthrop University, and supervised a contract monitoring unit for employment and training contracts worth tens of millions of dollars.
- Authored the agency's annual accountability report, prepared briefing materials for the legislature and the Governor's office, served as the primary data contact for a Legislative Audit Council audit, and approved outside research requests for agency data.

Ombudsman

2011–2013

- Investigated and resolved concerns from the public and elected officials, and reviewed agency policy and procedure for the State Director.

U.S. House of Representatives

Director of Constituent Services

2008–2011

- Supervised casework for a congressional district, helping constituents resolve problems with federal and state agencies.

EDUCATION

Master of Public Administration

South University, 2011

Bachelor of Arts in Political Science

University of South Carolina, South Carolina Honors College, 2008

TOOLS

Reporting: Power BI, Tableau, Excel, Google Sheets, Looker Studio

Operations: QuickBooks Online, Planning Center, Google Apps Script, Microsoft 365 (SharePoint, Visio, Project), Asana

Work samples and published reports are at bradleake.com.