



DEBRA SANDSTROM

PROGRAM MANAGER

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## OVERVIEW

Debra Sandstrom is an experienced program analyst, manager, and certified Paralegal. Prior to joining Guidepost, she spent almost two decades working with the Department of Justice/ Drug Enforcement Administration. Starting as a Management Analyst and Lead Paralegal Specialist in the Office of Chief Counsel, Ms. Sandstrom worked closely with United States Attorney's Offices and Division Counsel and was responsible for the coordination and direction of a variety of projects, training, monitoring, and evaluation of new employees. She also assisted with the development of new databases, provided recommendations to ensure the accuracy of data and identified and established criteria that enabled better use of data for reporting purposes. As a Program Analyst in the DEA Office of Training, Criminal Diversion and Intelligence Section, Diversion Specialized Training Unit, Ms. Sandstrom developed and instructed technical training at Quantico and throughout the United States. She was consistently the highest rated program coordinator for various Diversion Specialized courses.

As part of her work, she evaluated the efficiency and productivity of training courses and was responsible for all administrative and logistical tasks, including preparation of training materials, coordination of outside instructors, and effective organization. Immediately prior to joining Guidepost, Ms. Sandstrom was a Program Analyst in the DEA Office of Training, International and Personnel Recovery Training Section, where she organized programs, projects, and activities in support of the mission and goals of the office and developed new programs and courses to support the strategic direction of the office.

Ms. Sandstrom also has experience as a Paralegal/Task Supervisor for CACI, coordinating and supervising up to forty paralegals with a wide range of tasks including document review, data mining, and data preparation.

## SOLUTIONS

DEA Regulatory Compliance

## EDUCATION

- Bachelor of Science, Hotel/Restaurant Administration, Niagara University
- Associates Degree Paralegal Technology, Forsyth Technical Community College

## CERTIFICATIONS

- CAPM, Certified Associate in Project Management
- CAMS, Certified Anti-Money Laundering Specialist
- CCFC, Chainalysis Cryptocurrency Fundamentals Certification
- CRC, Chainalysis Reactor Certification
- Advanced Interview and Interrogation Training
- Instructor Development Certified