

PROFESSIONAL SKILLS

- Implementing major donor campaigns
- Supervising annual fund solicitations
- Crafting winning grant proposals
- Leading corporate solicitations
- Producing successful events
- Facilitating board development
- Providing executive coaching
- Managing staff and volunteer teams

WORK EXPERIENCE

Fundraising for Nonprofits

Fundraising Counselor, January 2014 - current

Fundraising coaching and training for small to mid-size nonprofits.

Rockwood Leadership Institute

Director of Resource Development, February 2013 – September 2013

Rockwood is a \$3 million nonprofit that provides personal transformative leadership practices and connects social change leaders in powerful networks to create a just, sustainable and equitable world. Achievements included:

- Secured \$300,000 from Ford Foundation for new LGBTQ leadership training.
- Implemented new grants management tracking system.

Fundraising for Nonprofits

Fundraising Counselor, August 2011 – January 2013 and January 2006 – May 2008

Provided customized consulting and support on all major aspects of fundraising, including individual and major donor campaigns, foundation giving, corporate solicitations, event management and board development. Partial client list:

- **Gum Moon Residential Hall.** Provided foundation research and grant writing services. Successfully secured \$450,000/3-year city contract.
- **Transgender Law Center.** Offered board development trainings, annual gala event coordination and direct response fundraising consulting.
- **Sojourn Chaplaincy.** Facilitated board retreat, created annual fundraising plan, major donor prospecting, solicitation training and executive coaching.

San Francisco LGBT Community Center

Development Director, June 2008 – July 2011

Development and management of fundraising, marketing and communication efforts at \$2 million nonprofit. Responsibilities included creating annual fundraising plan, supervising professional staff, training volunteer solicitors, coordinating major gift solicitations,

conducting foundation and corporate solicitations, producing events, developing marketing partnerships and more. Successes included:

- Netted record-breaking \$150,000 at annual gala.
- Secured \$100,000 AT&T grant for new technology initiative.
- Doubled size of individual major donor investments.

Lavender Youth Recreation and Information Center (LYRIC)

Development Manager, August 2005 – October 2005

Grants and Public Relations Manager, June 2003 – July 2005

Responsible for institutional giving and public relations at \$1.5 million community-based youth center. Supported annual fund, major donor and annual gala goals as active member of agency development committee. Key outcomes:

- Increased foundation support 245% in one year, including \$80,000 from Evelyn and Walter Haas, Jr. Fund and \$50,000 from California Endowment.
- Expanded public relations, including three feature articles in the *San Francisco Chronicle* and produced a radio PSAs series featuring Armistead Maupin.

The Management Center

Communications Director, November 1999 – September 2001

Marketing Manager, October 1997 – October 1999

Responsible for marketing communications at \$2.5 million nonprofit management support organization. Key accomplishments:

- Supervised team of seven full-time employees, who generated \$1 million net earned revenue during final year of employment.
- Published *Opportunity NOCs* nonprofit employment resource with 5 print affiliates, 5,000 website affiliates and readership of 500,000/month.
- Developed comprehensive marketing campaigns for 20 distinct service lines targeting career professionals at 15,000 regional nonprofits.

VOLUNTEERISM AND COMMUNITY RECOGNITION

Development Executives Roundtable

Board President, January 2008 – December 2010

Board Secretary, September 2005 – December 2007

San Francisco Pride Committee

Pride Freedom Award for outstanding contribution to advancing civil rights and freedom for LGBT people, June 2004

New Leaf: Services for our Community

Board Secretary, Governance & Development Committees, February 2003 – January 2005

EDUCATION

The Center on Philanthropy at Indiana University

Certification in Fundraising Management, 2005

University of Minnesota

Bachelor of Arts in Humanities, 1987