

PROFESSIONAL EXPERIENCE

Fundraising for Nonprofits

Fundraising Counselor, January 2006 – Present

Provide nonprofit leaders customized consulting and support on all major aspects of fundraising, including individual and major donor campaigns, institutional giving, corporate solicitations, event management and board development.

- Clients include Brava! for Women in the Arts; Bread for the Journey; Jewish Partisan Education Foundation; Lighthouse for the Blind and Visually Impaired; New Leaf; openhouse; Pacific Graduate School of Psychology; Rebuilding Together San Francisco; Rockwood Leadership Program; San Francisco LGBT Community Center; Sojourn Chaplaincy, Transgender Law Center, and Youth ALIVE!
- Secured \$450,000, 3-year government contract on behalf citywide, multicultural, arts collective from San Francisco's Department of Children, Youth and Families.
- Conducted foundation prospect research, proposal writing, grant tracking and reporting services for nation's leading trainer of progressive nonprofit leadership. Secured grants include \$100,000 from Kendeda and \$100,000 from Gill Foundations.
- Provided interim development department leadership for large community center. Supervised major donor volunteers and staff solicitors. Completed two membership solicitation mailings. Led agency's first telefund campaign.
- Facilitated board and staff fundraising planning retreat for hospital chaplaincy.
- Presented fundraising training to national community-based philanthropy network.
- Facilitated major donor solicitation trainings to multiple nonprofit boards.
- Conducted coaching with executive and program staff at multiple nonprofits.
- Provided multiple nonprofits advice and coordination on fundraising events, ranging from small house parties to large galas, reaching 15 to 750 individuals.
- Provided business development support to graduate program designed to enhance the lives of LGBT individuals, their families and communities through applied research.

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.

- Increased foundation support 245% in one year, including \$80,000 from Evelyn and Walter Haas, Jr. Fund and \$50,000 from The California Endowment.
- Expanded public relations, including secured three feature articles in the *San Francisco Chronicle*, and a produced a radio PSAs series featuring Armistead Maupin.
- Improved government relations, including organizing site visits from Mayor Newsom, Assemblyman Leno, Supervisor Dufty and other key public figures.

The Management Center

Communications Director, November 1999 – September 2001

Marketing Manager, October 1997 – October 1999

Responsible for all marketing communications at \$2.5 million nonprofit management support organization. Supervised *Opportunity NOCs*, nation's leading nonprofit employment resource with 5 print affiliates, 5,000 website affiliates and readership of 500,000/month.

- Supervised team of seven full-time employees, who generated \$1 million net earned revenue during final year of employment.
- Developed comprehensive marketing campaigns for 20 distinct service lines targeting career professionals at 15,000 regional nonprofits.
- Upgraded agency brand identity and designed all marketing materials, including 8 books, weekly newsletter, quarterly tabloid, 2 websites and multiple direct mail pieces.

London Productions

President, September 1994 – June 1997

Owner of independent arts production company in Minneapolis, MN.

- Producer of the National Poetry Month LitLink Literary Festival featuring 50 exhibitors, 5 rooms of performance and an audience of 4,000 people.
- Marketing Coordinator for May Day Festival attracting 25,000 people. Edited 28-page festival newspaper increasing circulation 150% and revenue 190%.

VOLUNTEER EXPERIENCE & COMMUNITY RECOGNITION

Development Executives Roundtable

Board President, January 2008 – Present

Board Secretary, September 2005 – December 2007

Horizon's Foundation

Grant Panel Member, July 2004 & October 2007

Compton's Cafeteria Riot 40th Anniversary Commemoration

Fundraising Chair, January 2006 – July 2006

San Francisco Arts Commission

Grant Panel Member, March 2004 & March 2005

San Francisco Pride Committee

Received 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

EDUCATIONAL EXPERIENCE

The Center on Philanthropy at Indiana University

Certification in Fundraising Management, February 2005 – November 2005

San Francisco State University

Fine Arts Major, September 2001 – May 2003

University of Minnesota

Bachelor of Arts in Humanities, 1987