

FUNDRAISING | CONFERENCE LEADERSHIP | GRANT WRITING | EDUCATION

Forward-thinking Catalyst ► Collaborative Leadership & Action ► Transformative Results

Impactful director, applying eclectic professional experience to vision while executing a unified, team-oriented leadership style.

Results-driven leader with 25+ years of experience in diverse leadership roles, honing deep expertise in fundraising, conference development, grant and legal writing, and academic instruction. Navigate complex waters by engineering creative solutions and connecting with high-profile stakeholders to expand grant outreach, fundraising goals, and growth. Skilled at contributing to strategic development planning and guidance to achieve financial sustainability— forging strong partnerships with key foundations and tailoring written material to advance mission.

CREDIBILITY	Built premier conference, CleanGreen, to expand market outreach, advance cause, and deliver mission-oriented impact.
EXPERTISE	Applied diverse experience in academia, law, and writing to accelerate fundraising and development in nonprofit arena.
LEADERSHIP	Eclipsed goals for growth by securing grants, serving in multifaceted capacity to support organizational infrastructure.

SIGNATURE STRENGTHS

Grant Writing • Fundraising • Academic Program Leadership/Course Instruction • Team Management • Stakeholder Relationships
Research • Budget Allocation • Site Selection • Marketing • Brand Promotion • Marketing Materials • Conference Logistics

NONPROFIT LEADERSHIP EXPERIENCE

HEALTHY LIVING | Forks, WA

Co-Founder/Associate Director/Development & Grants Manager 1998–2018

Recruited to galvanize support for grass-roots organization from ground up, contributing key skills in interpersonal relationship building, fundraising, and writing to lead global movement for environmentally responsible healthcare. Served as co-founder since inception under umbrella of Clean Fund, fostering program's growth and initiating effort for movement to "spread its own wings"— ultimately launching independent nonprofit organization. Delivered multifaceted leadership, serving as pivotal contributor in the following areas:

Conference Leadership

- **Founded annual, 3-day conference, CleanGreen, generating \$750K annually with 850+ attendees** with event locations spanning the nation including San Francisco, Toledo, Tenafly, Seattle, Pittsburgh, New York, and Fort Worth, among others.
- **Recruited sponsors and exhibitors**, developing agenda to include 6–8 breakout slots with 10 sessions running simultaneously. Culminated conference with celebratory dinner and awards gala sponsored by Practice Healthy Living.
- **Collaborated with host committees to engage local businesses and hospitals** with stakes in sustainable health care products.
- **Engineered conference by cultivating network-focused agenda, bringing together "the best of the best" in the medical arena** to advance mission including C-suite executives, developers, engineers, supply chain managers, designers, and physicians.

Stakeholder Relationships, Brand Promotion, Marketing Campaign Development, & Budget Allocation

- **Forged connections with powerhouse organizations, including Blood Foundation**, to advance brand in medical arena and foster face-to-face connections with hospital group purchasing systems.
- **Assembled and empowered team to contribute to organization's advancement**, brainstorming ways to market to key stakeholders in local, regional, and global markets.
- **Increased budget for CleanGreen from \$100K to \$800K through sponsor partnerships** including Cigna, American Red Cross, and Kraft.
- **Associated CleanGreen conference with Practice Healthy Living to expand marketing outreach**, source lending support for positive environmental stewardship in health care with 1400+ hospital in membership model as of 2018.
- **Developed all public-facing and internal written marketing and promotion materials.** Engineered branding strategy, wrote and edited content to reflect vision of organization across all communication channels.

Fundraising, Grant Writing/Editing, & Team Management

- **Accelerated funding for organization, raising \$9M–\$10M annually from \$500K** in beginning growth stage.
- **Crafted grant proposals (25–35 annually) with 80% success rate, receiving funding from high-profile foundations** including: JDA, Tiger Association, Blue Blood Inc., Jacob Black Foundation, John Jacob Foundation, and Bella Foundation.
- **Eclipsed process improvement and efficiency goals to meet staffing initiatives of "doing more with less."** Collaborated with small team to streamline communication outreach for soliciting funds and contacting liaisons.

ACADEMIC CAREER HIGHLIGHTS**FORKS UNIVERSITY** | Forks, WA**Lecturer, American History****Courses taught include: Introduction to American History and Introduction to American Legal History.**

Taught 100+ undergraduate students with course instruction focused on history. Developed differentiated curriculum to invite open discussion and active student engagement. Led student-centered Socratic seminars, preparing students for real-world application of material by fueling open-minded applications of material.

- ▣ Provided extensive editing oversight for student term papers, encouraging students' analytical and writing skills through mandatory coursework including term papers, essays, and written exams.

BELLEVUE COLLEGE | Bellevue, WA**Adjunct Assistant Professor of Law and American History/Director of Interdisciplinary Studies Program****Courses taught include: Fundamentals of Business Law, Introduction to American History, American Legal History, and Constitutional Law.**

Instructed 500+ undergraduate and graduate students, working directly with students by teaching seminars and providing hands-on guidance for conducting research, crafting and editing term papers, and preparing for written exams.

- ▣ Appointed to lead interdisciplinary program as director, reporting to Dean of Academic Affairs. Merged business and law courses with liberal arts curriculum, expanding breadth of class offerings for students across multiple disciplines. Selected professors to lead course development and instruction.
- ▣ Expanded academic writing and research aptitude, tailoring course assignments to test intellectual and disciplinary boundaries by reinforcing challenging concepts and arguments.

LEGAL CAREER HIGHLIGHTS**CARLISLE CULLEN, LLP** | San Diego, CA**Senior Associate, Litigation**

Promoted to senior associate role for large, San Diego-based firm with 250+ attorneys. Managed RICO civil cases through legal process including: developing rapport with clients, conducting legal research, developing litigation strategies, gathering evidence to support claims, and preparing written legal documents.

- ▣ Developed strong legal research, analytical, writing, and editing skills in fast-paced, high-stakes environment, working on 5–6 cases simultaneously. Conducted extensive research to draft motions and medication statements and cultivate successful strategies for use in the courtroom.

CARLISLE CULLEN, LLP | San Diego, CA**Associate, Litigation**

Hired to join litigation team as entry-level junior associate for large firm specializing in RICO, legislation passed to combat organized crime in U.S. Assisted senior associates with litigation cases, meeting with clients, providing legal support, conducting analytical research, and writing and developing agreements, contracts, and documents to prepare for litigation.

- ▣ Expanded breadth of legal writing and editing skills to contribute to firm's success in the courtroom, providing in-depth research and analysis of legal spectrum associated with cases. Maintained contact with clients and developed all written legal documents for litigation.

FORKS LAW SCHOOL | Forks, WA**Adjunct Professor of Law (Legal Writing & History)**

Recruited from JD program as third year law student to instruct 350 students in the following courses: Introduction Legal Writing, Criminal Practice and Procedure, and Civil Procedure. Structured coursework to include emphasis on analytical legal memoranda for fellow attorneys and motion memorandums supporting or opposing motions to dismiss complaints.

- ▣ Honed editing and writing skills by critiquing students' writing, contributing to institution's reputation for excellence in legal writing. Engaged with students by providing rigorous feedback and assisting with assignment preparation, argument structure, independent research, case review and analysis, and editing.

EDUCATION**Doctor of Philosophy, American Legal History** (Incomplete), University of Washington, Seattle, WA**Master of Arts, Legal History**, University of Washington, Seattle, WA**Juris Doctor**, University of San Diego, San Diego, CA**Bachelor of Arts, Philosophy and History**, University of San Diego, San Diego, CA