

EXPERIENCE

Principal, Organizational Planning, Fundraising, and Public Engagement – Fall 2014 to present

Resilient Heritage (Selected clients)

- *Centralia Fox Theater Centralia*: Mediate between tax credit investment firms and historic theater redevelopment project in downtown Centralia, Washington, attracting \$1.2 million in historic tax credit equity to the historic Fox movie theater, built in 1930
- *Guadalupe-Nipomo Dunes Center*: Managed fundraising strategy for California Central Coast museum during the pandemic, including PPP loans and forgiveness, and \$250,000 in private foundation grants, corporate grants, and government grants including California Humanities, California Arts Council, Institute of Museum and Library Services, and wrote the organization's annual fundraising appeal
- *Pulitzer Center on Crisis Reporting*: Led team of 16 freelance journalists in reporting on the effects of COVID-19 on Illinois museums, partnering with 14 local, regional, and statewide daily and weekly newspapers, magazines, including four NPR affiliates and their websites
- *Niagara Falls National Heritage Area*: Conducted strategic planning process for organization, including mission, vision, and values workshop, extensive interviews, focus groups, and conversations regarding the organization's future over the next 3-5 years with a focus on its federal mandate to enhance the historic, cultural, and natural value of Niagara Falls
- *Chicago Community Trust*: Conducted "smARTscope" assessments for CCT's Smart Growth program, a four-year capacity-building program for small Cook County arts and culture organizations in partnership with Arts & Business Council of Chicago

Manager of Operations – Spring 2019 – Chicago, IL

Lightfoot for Chicago (Current Mayor of Chicago)

- Managed the purchase, distribution, and transportation of office and campaign supplies to Lightfoot for Chicago's 13 mayoral race field offices
- Managed the on-boarding of all campaign employees, including payroll, healthcare benefits and information technology
- Tracked all office receipts and reimbursements and fulfilled compliance procedures
- Led all 13 office closing logistics, including transporting office and campaign supplies to Better Together Chicago transition office and creating an inventory of all supplies

International Program Manager – Fall 2018 to Spring 2019 – Chicago, IL

Chicago Sister Cities International, World Business Chicago

- Led and provided support to CSCI's key initiatives, including the annual Citizen Diplomacy event, the Global Youth Ambassadors Leadership Summit, and the Chicago Consular Corps Gala
- Managed volunteer sister city committee relationships including Paris, Birmingham, Bogotá, Lucerne, Moscow, Amman, Vilnius and Moscow, guiding a diverse group of projects in the fields of International Business, Cultural Arts and Tourism, Global Education, and Government Relations
- Created itineraries for international delegations in collaboration with city and public- and private-sector representatives, acting as a liaison with the Mayor's Office of the City of Chicago, international contacts, consular corps representatives, ethnic communities, and other Chicago-area institutions

Museum Planning Coordinator – Spring 2018 to Summer 2018 (Project Position) – Chicago, IL

Chicago Architecture Foundation

- Developed content concepts for debut Chicago Architecture Center exhibits in partnership with executive team
- Managed artifact loan, insurance, and donation solicitation process
- Provided capital project communication and administrative support for Chicago Architecture Center project team including Director of Museum Planning, executive team, and contractors

Manager of Public Engagement – Spring 2014 to Spring 2017 – Chicago, IL

National Public Housing Museum

- Fundraised over \$1.5 million in three years for institution from the Ford Foundation, the National Endowment for the Arts, the Illinois Arts Council Agency, family foundations, donor advised funds, and corporate sponsors through capital, general operations, and program grants
- Planned capital project strategy, including Museum programming, in line with 10-year pro-forma, site plan, and historic public art conservation
- Conceived, budgeted, and implemented over 40 public programs and related print material in collaboration with museum curator, board, funders, and community stakeholders, leading all museum public engagement efforts
- Managed all board and donor communications, maintained fundraising database, including processing all checks, accounts, and bank deposits

AmeriCorps, Portland Mercado Project Associate – Fall 2012 to Fall 2013 – Portland, OR

Hacienda CDC through MercyCorps Northwest – Community & Economic Development

- Coordinated fundraising strategy, including foundation grants; CDFI loans; and New Markets Tax Credits for the Portland Mercado, a Latino public market opened in 2015
- Facilitated bilingual communication in Spanish and English between project contractors and Latino businesses to inform capital construction pro forma
- Served as proposal reviewer in Portland Mercado RFP process for project architect

EDUCATION & SKILLS

University of Illinois at Chicago – Chicago, IL

- Certificate in Non-Profit Management, Summer 2018

University of Oregon – Eugene, OR

- B.A. in Planning, Public Policy and Management, *Magna Cum Laude*, Winter 2011
- B.A. in Romance Languages, *Magna Cum Laude*, Summer 2010

Distinctions – Elisabeth Walton Porter Award, Pacific Northwest Chapter, Society of Architectural Historians, 2021

Alliance for Non-Profit Management, Emergent Nonprofit Capacity Builder, 2019

National Development Council, Historic Real Estate Finance Professional, 2014

ARCUS Preservation Fellow, 2017

Diversity Scholar, National Trust for Historic Preservation, 2013-4

U.S. Latinx Art Forum, Member, 2016-present

Skills: Fluent Spanish; Intermediate French; Microsoft Office; MailChimp; WordPress; Social media

COMMUNITY VOLUNTEERING & ENGAGEMENT

Board Service

Fiduciary Boards – Illinois Arts Council Agency, 2020-present; International Council of Museums (ICOM) – United States, 2017-present; Docomomo (Documentation and Conservation of the Modern Movement) Chicago, 2017-present; ICOM DEMHIST (Historic House Museums), Paris, France; 2017-2020

Auxiliary Boards – Cinema/Chicago, 2019-present; National Museum of Mexican Art, 2016-present; Amtrak Customer Advisory Committee, 2015-2019

Moxie Chicago

Founded and led the professional networking group for LGBTQIA+-identified urban planners and policy makers in Chicago, featuring 45+ events over seven years, 2014-present