

***Executive Director • Clean Fairfax Council, Fairfax, VA • 2009-present***

- Manage and direct non-profit focused on: litter prevention, recycling, sustainability, natural resource and land conservation, and environmental education programming for Fairfax County, Virginia (pop. 1,400,000)
- Create fundraising plan including corporate sponsorships, major giving and individual gifts, in-kind donations
- Promote sustainable practices through partnerships with County, businesses, and schools
- Support STEM initiatives through schools and corporate philanthropy programs
- Develop and distribute new environmental educational materials for County schools and camps
- Manage Adopt-a-Spot, Community Clean-up, County Composting and Business is Picking Up programs
- Produce and promote County's annual Earth Day/Arbor Day Celebration (SpringFest Fairfax, est. attendance: 5000+)
- Develop internship and volunteer opportunities for students (high school and college), businesses, and others
- Build stakeholder and coalition groups to act on environmental policies and legislation
- Create and manage content for website, podcasts, video, and social media outlets
- Establish, manage and fundraise for Clean Fairfax Environmental Scholarship Fund
- Serve on appointed County and Commonwealth anti-pollution, pro-environment workgroups and committees

***Development Director • Alliance for Community Trees, College Park, MD • 2008-2009***

- Solicited corporate sponsorships and foundation grants for national environmental association
- Developed annual fundraising plan, creating collateral material and marketing plans to support fundraising requests, conducted prospect research
- Created opportunities for public and private partnerships
- Maintained portfolio of foundation and corporate donors and prospects in various programmatic areas
- Leveraged cash and in-kind donations
- Managed Combined Federal Campaign applications, grant reporting and government requests

***Commissioner • City Planning Commission. Providence, RI • 2003-2008***

- Member of seven-person board charged with developing the city's plans for preservation, revitalization and growth
- Developed the city's Comprehensive Plan including natural resource and greenspace conservation
- Provided advisory opinions to the City Council on amendments to the Zoning Ordinance
- Reviewed and approved the annual Capital Improvement Program and Budget and as well as Institutional Master Plans for health care and higher educational institutions

***Director • Providence Neighborhood Planting Program, Providence, RI • 2000- 2008***

- Ran all aspects of 6000+ street tree planting and maintenance program
- Served as primary contact for the Program to municipal offices, council members and the Mayor's Office
- Partnered with City Forester to advocate for and protect the urban forest
- Created volunteer opportunities for schools, colleges, churches and businesses
- Performed outreach to neighborhood groups, recreation centers to promote community stewardship for trees
- Developed and updated Program website, printed newsletter and annual report

***Executive Director • Groundwork Providence, Inc. Providence, RI • 2006-2007***

- Chief financial and executive officer for 25-year-old urban environmental non-profit agency
- Managed day to day operations, strategic planning, staff development, budgeting, fundraising and development, grant writing and program development
- Programs included: street tree plantings, recycling education, neighborhood clean ups, green jobs training, youth environmental education and stewardship, beautification efforts, community garden development and management, Bike to Work Day
- Established and maintained corporate and foundation relations

**Advocacy Coordinator • Conservation Law Foundation, Providence, RI • 2000-2005**

- Managed the Rhode Island office of large regional non-profit legal environmental defense organization.
- Performed prospect research for corporate sponsorships and major donors, organized fundraising events
- Represented Rhode Island office on organization-wide Development campaigns and projects
- Advocated for open space, smart growth, clean air and water and transportation issues in Rhode Island
- Wrote or proofed position papers, brochures, editorials and newsletters on CLF's work in Rhode Island and participated in environmental round-tables and workshops
- Communicated regularly with elected officials, municipal and state employees and media

**Service to the Community**

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Providence Plan Providence Civic Entrepreneur Initiative	Graduate	2000
Rhode Island DEM Farm Viability Committee	Participant	2001-2002
UrbanGreens Westside Natural Food Co-op	Charter Member	2002-2008
Rhode Island Tree Council	Board of Technical Advisors	2002-2005
Greater City: Providence, Urban Advocacy Group	Founding Member	2006-
Virginia Council on Litter Prevention and Recycling	Member	2009-
Northern Virginia Community Appearance Alliance	Vice-President of Awards	2009-2011
Virginia Council on Litter Prevention and Recycling	President	2010-2012
Virginia Recycling Association	Member	2010-2019
Leadership FAIRFAX '12	Graduate	2011-2012
Green Group 12	Mentor	2011-2013
Beekeepers Association of Northern Virginia	Member	2012-
Fairfax County MS4 Tactical Team-Outreach	Member	2013-
Prince William Beekeepers Association	Member	2015-
Prince William County Design and Construction		
Standards Manual/Zoning Ordinance Advisory Committee	Appointed member	2016-
Fairfax County Health Department Rapid Response: Zika Team	Member	2016
Virginia Conservation Network	Member	2018-
Fairfax County Litter Task Force	Lead	2020-
VA Plastic Waste Prevention Advisory Council	Governor Appointed member	2020-

**Professional Awards and Recognition**

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Rhode Island Tree Council "Branch Award" for public outreach	2003
Rhode Island Vet Medical Association "Best Friend" Award	2004
Providence City Council Citation for Community Service	2005, 2008
Rhode Island State Senate Commendation for Community Service	2008
City of Providence Award for Community Service	2008
Fairfax County Environmental Excellence Award	2018
Dept of Public Works and Enviro Services Champion Award: Public Service	2021

**Education**

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- Vermont College Literary Journalism/Creative Non Fiction BA Awarded 1999
- Norwich University Masters in Public Administration MPA Awarded 2009
- University of Vermont Advanced Certificate Sustainable Innovation 2013
- PADI Open Water SCUBA Certification 2013

**Other Interests**

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Snorkeling and SCUBA  
 Beekeeping  
 Gardening  
 Coffee roasting