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Nonprofit Experience

The Bruce Museum

Greenwich, CT

Member of the Board of Trustees

June 2019 - Present

Junior League of Greenwich

President 2016 - 2017

Additional Roles

President-Elect, Board of Directors 2015-2016, **Parliamentarian**, Board of Directors 2013-2014, **Greenwich Pool and Byram Park Chair** 2012 - 2015, **Community Director**, Board of Directors 2011- 2012, **Fundraising Focus Chair** 2010 - 2011, **New Member Co-Chair** 2009 - 2010, **Recording Secretary**, Board of Directors 2007 - 2008

Events Chaired: The Enchanted Forest (2007), Touch a Truck (2006), 50th Anniversary (2008)

Accomplishments included:

- Chosen to lead 50th Anniversary Event for over 500 League and Community dignitaries
- Produced record revenues and profits as Chair of The Enchanted Forest and Co-Chair of Touch a Truck

Greenwich Alliance for Education

Advisory Board 2016 – Present

Board of Directors, Director of Fundraising 2011 – 2016

Established effective fundraising process as well as organized and executed a range of activities for \$200,000 charity focused on economically challenged students within the Greenwich Public Schools System. Created new fundraising events such as Turkey Trot Thanksgiving race which raised \$20,000 the first year; revenue generation has consistently outperformed prior years.

Greenwich Public Schools System, PTA Council

Special Events Chair 2013-2015, Past President 2011-2013, President 2009-2011, 1st VP 2007-2009
VP of Facilities 2006-2007

Sixty person Council is responsible for coordinating the efforts of 15 individual PTAs supporting the public school system including:

- Represented PTAC in front of the Board of Education, Board of Selectmen, Board of Estimate and Taxation and Representative Town Meeting via presentations, speeches and lobbying
- As PTAC President, led 10-member Executive Board and 60-member Council

Greenwich High School Parent Teacher Association

Vice President of Ways & Means, Executive Board 2013 - 2015

Greenwich High School Student Activities

Volunteer Staff, 2012 - 2015

Distinguished Teachers Awards Committee 2011 – 2016

Chair 2014 - 2016 Vice-Chair/Chair-Elect 2013-2014,

Community Representative 2011-2013

Part of 20-member committee established to recognize excellence among the teaching staff of the Greenwich Public Schools. The committee refines the selection process yearly, conducts an outreach program among the 15 schools within the District and selects the Distinguished Teacher recipients from nominations submitted by members of the community.

Connecticut Parent Teacher Student Association Board of Directors

Regional IV Director and Legislative Director 2011 – 2012;

Attended 2012 National Legislative Conference in Washington D.C. as the Connecticut Delegate.

Member, Congress of Council 2009 - 2011

Western Middle School Parent Teacher Association

Vice President, Fundraising and Executive Board 2011 – 2013

Glenville School Parent Teacher Association

Executive Board 2003 - 2008, President 2004 - 2006

In addition to standard PTA responsibilities, during this period the Glenville PTA was heavily involved in successfully lobbying for rebuilding of the Glenville facility. Key accomplishments included spearheading the lobbying efforts to approve and fund the \$28mm building project.

Awards

Greenwich PTA Council
Lifetime Essence Award
Excellence in Volunteerism
2018

YWCA Spirit of Greenwich
2014

Moffly Media Light a Fire
Best Friend to Children
2010

Junior League of Greenwich
Alexandra Compton Award
for Community Involvement
2009

Junior League of Greenwich
Leadership Excellence Award
2007

Other Volunteer Activities

Greenwich Magazine, Editorial
Advisory Board
2007-Present

Republican Town Committee,
District 9 Leader
2007 – 2014

Friends of Greenwich Library
Board, Co-Chair Outreach
2005 - 2009

Greenwich Alliance for
Education, Story Mobile
Organizer and Chair
2007 - 2009

St. Michael's Church Religious
Education Teacher
2006 - 2009

Greenwich Selectmen's
Advisory Committee on
Nominations
2004 - 2007

Professional Experience

Emboss LLC, Greenwich, CT

President & Founder

May 2018 - Present

Event and Fundraising Coordination, Integration, and Communication

Greenwich Education Group, Greenwich, CT

Director, Special Marketing Projects

February 2018 - Present

Greenwich Education Group, Greenwich, CT

Director, Marketing and Public Schools Outreach

May 2013 – February 2018

Responsible for promoting GEG services within the community and assisting parents/students in navigating the public schools system

Implemented social media marketing initiatives

Greenwich Patch, Greenwich, CT

Education Reporter

January 2011 – May 2013

Covered the Greenwich Public Schools with a focus on Board of Education issues and activities, curriculum developments at all grade levels, and recognition of student achievements

MBI, Inc., Norwalk, CT

Freelance Editor and Copywriter, Postal Commemorative Society Division

June 1998 - December 2012

Researched, wrote, and edited copy on a diverse range of topics for the majority of products

Cendant Corporation, Stamford, CT

Manager, Privacy Guard/Credit Line

July 1996 - May 1998

Directed all aspects of marketing and fulfillment for Membership Services

MBI, Inc., Norwalk, CT

Marketing Associate, Postal Commemorative Society Division

February 1994 - July 1996

Drove annual sales and profit goals and directed product development

National Coverage Corporation, Greenwich, CT

Account Executive

April 1993 - January 1994

Managed personal insurance programs for 200+ clients

Nathan Sallop Insurance Agency, Boston, MA

Underwriter

October 1990 - October 1992

Marketed accounts, monitored risk management, analyzed financing options

Arkwright Mutual Insurance Company, Norwalk, CT

Senior Sales Assistant

June 1988 - September 1990

Performed customer/prospect administration and conducted annual account reviews

EDUCATION

Gettysburg College, Gettysburg, PA

B.A., English Literature - 1988

President of New England/Westchester Alumni Executive Board, 2002 - 2006