

SELECTED WORK EXPERIENCE

CREATIVEMORNINGS/BALTIMORE

HOST & CO-ORGANIZER, FEBRUARY 2019 – PRESENT

CreativeMornings/Baltimore is a FREE monthly breakfast lecture series based on the two core principles that everyone is creative and everyone is invited. CM/Bal is one of over 200 chapters around the world meeting each month. Every month, all chapters organize talks based on the same theme. CreativeMornings is fueled by an engine of generosity and is 100% volunteer run, partnering with great local businesses and organizations.

- Establish lasting, meaningful, and strategic partnerships with local organizations and artists to keep the event free and open to the public on a shoestring budget
- Grew in-person event by over 200% in the first 10 months
- Curate, lead, and host a monthly free breakfast series
- Market, develop, and collaborate on audience engagement both at the events and online
- Oversee, grow, and manage a volunteer team that make the events happen every month

ART+FEMINISM

EXECUTIVE DIRECTOR, OCTOBER 2019 – PRESENT

Art+Feminism builds a community of activists that is committed to closing information gaps related to gender, feminism, and the arts, beginning with Wikipedia. Art+Feminism's central initiative is our annual edit-a-thon, a do-it-yourself and do-it-with-others campaign that teaches people worldwide to organize and edit Wikipedia. Since 2014, over 40,000 people at more than 1,700 events around the world have participated in our edit-a-thons, resulting in the creation and improvement of more than 370,000 articles in over 27 languages on Wikipedia and its sister projects.

- Transition grassroots project into an established non-profit with intentional and sustainable practices to generate healthy growth
- Create an organizational culture that centers community care and embraces anti-racism work
- Lead an international leadership team in consensus driven work
- Lead global campaign with over 100 events and over 1,500 participants annually
- Manage, oversee and grew the annual budget by over 200%
- Lead and managed formal strategic planning and execution
- Create and nurture strategic partnerships that nurture global community and create lasting and meaningful relationships worldwide
- Develop and executive fundraising to sustain the organization and keep it growing

SELF EVIDENT: ASIAN AMERICA'S STORIES

COMMUNITY DIRECTOR, SEASON ONE, MARCH 2019 - AUGUST 2019

A podcast building a home for true stories that honor the everyday lives of Asian American people — and pass the mic for everyone to represent their whole self, recognizing that Asian American's are not a monolith.

- Nurture, grow, and engage a community panel with over 250 individuals nationwide that help shape the show while in production over the duration of the first season
- Increased mailing list by 900% over the course of a 30-day crowdfund
- Led a 30-day crowdfund campaign that successfully received over 1,000 individual donations

NATIONAL WOMEN'S STUDIES ASSOCIATION

DIRECTOR OF OPERATIONS, JUNE 2014 – AUGUST 2018

OPERATIONS MANAGER, JANUARY 2010 – JUNE 2014

Established in 1977, the National Women's Studies Association (NWSA) is the academic association for the field of Women and Gender Studies, promoting and supporting the production and dissemination of knowledge about women, gender, and sexuality through teaching, learning, research and service in academia and beyond.

- Led all meeting planning for the national annual conference (2600+ registrants) increasing registration numbers by over 64%
- Maintained association management software (AMS) including, but not limited to membership data, event registration, and job listings
- Increased accessibility for all meetings big and small, including gender neutral restrooms in the RFP for all contracted meeting space, providing CART and ASL services in general sessions at the annual conference, and making all association meetings accessible as possible
- Oversaw submissions system for annual conference and all association awards
- Managed and oversaw cash flow, monitor expenses, reconcile the bank statements
- Evolved and directed intern capacity to help meet the growing needs of the association to dramatically build capacity for all staff

826DC

CO-FOUNDER, APRIL 2008 – PRESENT

826DC is a nonprofit organization dedicated to supporting DC students ages 6-18 with their creative and expository writing skills, and to helping teachers inspire their students to write.

- Co-founded the organization from the ground up, with an all-volunteer team to establish a formal 501c3 and grown to an organization now employing six full-time staff members, with nearly a million-dollar budget, and serving thousands of students annually
- Supported the transition from Capitol Letters Writing Center to 826DC, part of a national network of youth writing centers
- Coordinated and implemented annual grassroots Spring peer-to-peer fundraiser, raising more than \$50,000 annually

EDUCATION

Bachelor of Science in Communication, May 2006

University of Miami

CERTIFICATIONS, ACHIEVEMENTS, TALKS

- Ford Foundation New Media Leadership Co-Hort (2021-2022)
- Wikimedia Affiliate Award for Partnerships, Wikimania, August 2022
- Talk: "Centering Race and Equity at Art+Feminism" Wikimania, August 2022
- "Gamechanger" Baltimore Magazine, July 2022
- Salzburg Global Seminar Fellow, October 2020
- Digital Event Strategist (DES), April 2018
- 2017 40 under 40, Connect Associations
- 2017 Smart Women 2017: Doer, Smart Meetings Magazine 2017
- Certified Meeting Professional (CMP), January 2016
- TEDxDupontCircle Talk: "Without 'u' it's just volunteering", April 2012, A talk discussing the fun and importance of volunteering with a focus on 826DC

VOLUNTEER WORK

A Tribe Called Run

Run Leader, Fall 2023 – Present

Baltimore Awesome Foundation

Co-Dean, January 2020 - December 2022

Trustee, June 2018 – December 2019, January 2022 – Present

Fluid Movement

Sinkhole Scene, Director, Summer 2023

Fluid Movement the Water Ballet, co-emcee, Summer 2019

The Herd, Herdling/dancer, Spring 2018

Shakespeare, Water droplet, Summer 2017

Special Olympics DC

Unified Partner Basketball, 2012 – Present

SKILLS

Non-profit organization operations and structures, Community Building and Engagement, Event Management and Production, Strategic Partnership, Public Speaking and Hosting, Fundraising, Budgeting, Collaborator and Team Player, Google Workplace Suite, Microsoft Office Suite, QuickBooks Online, Mailchimp, Hootsuite, Canva, Novelty Fun Instigator