Alfa Melesse Demmellash

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Alfa@RisingTideCapital.org

PROFILE

Founder and Chief Executive Officer of Rising Tide Capital, Inc.—an innovative non-profit organization whose mission is to assist low-income entrepreneurs in New Jersey to start and grow small businesses so as to increase their income and escape poverty. Proven leader with executive management experience, having demonstrated the capability to design, manage, and grow a young organization into a recognized leader in its field. Creative problem solver with strong communication skills, dynamic leadership, and effective project management, consistently successful in executing efficient, results-driven initiatives while coordinating staff, volunteers, community partners, and board members.

HIGHLIGHTS OF QUALIFICATIONS

- Experienced in providing business development services to low-income entrepreneurs through one-on-one consulting and small group workshops.
- Recruited and managed voluntary board of Strategic Advisors: business coaches, industry experts, technical specialists, and other professional service providers.
- Successful fundraiser and grant-writer with expertise in effective corporate philanthropy.
- Specialized in creating dynamic, effective business curriculum for individuals with limited educational backgrounds, utilizing adult participatory learning methodologies.
- Focus on strategic marketing and financial management for start-up small businesses.

Professional Capabilities include:

- Non-profit Budgeting and Financial Management
- Strategic Mission and Vision Development
- Fundraising & Grant-writing
- Volunteer Management
- Corporate Policy & Procedure Development
- Outcome Tracking and Measurement
- Business Plan Development
- Strategic & Management Consulting
- Financial Analysis
- Sales & Marketing Strategies

PROFESSIONAL EXPERIENCE

Rising Tide Capital, Inc. 2004 – Present
Founder/Chief Executive Officer *Jersey City, NJ*

- Founded non-profit micro-enterprise development organization (www.RisingTideCapital.org) whose mission is to assist disadvantaged inner-city entrepreneurs to start and grow small businesses.
- Successfully developed a strong Board of Trustees, applied for and received 501(c) 3 tax-exempt status from the IRS, and trademarked corporate name.
- Raised $300,000 over 3 years through private individual donations and corporate foundations to establish and run organization, including major funding from Bank of America and Goldman Sachs.
- Strategically positioned Rising Tide Capital to take advantage of a gap in the market, successfully transforming the organization from a microlender to the only organization in the State of New Jersey solely dedicated to providing business training and consulting to low-income entrepreneurs.
- Established and managed Strategic Advisory Board, with over 35 volunteer business coaches and professional service providers.
- Established collaborative partnerships with local community organizations, capital providers, and economic development agencies.
- Provided hundreds of hours of one-on-one business consulting to low-income entrepreneurs.
- Wrote curriculum and taught 8-week Business Basics workshop series.
- Designed and launched a Community Business Academy that runs four times a year and provides over 60 low-income entrepreneurs with training in business management and planning.
- Assisted over 50 low-income entrepreneurs to start and grow small businesses to support themselves and to bring their families out of poverty.
- Provided strategic planning and management consulting services to a local elementary school with a $1.2 million annual budget: Deliverables included a 5-Year Strategic Plan with on-going monthly consulting services to guide implementation.

EDUCATION

HARVARD UNIVERSITY, 2003 *Cambridge, MA*

B.A. in Government cum laude, Language Citation in French. Coursework in international relations, political theory, American foreign policy, and the political and socio-economic development of Africa.

THE NEW SCHOOL FOR SOCIAL RESEARCH, 2009 *New York City, NY*

Masters of Science in Management and Urban Policy expected in Summer, 2009. Coursework in public policy analysis, decision making, fundraising, financial management and organizational change management.

CERTIFICATIONS

THE COLLEGE OF NEW JERSEY, 2005 *Ewing, NJ*

Certified in Non-Profit Management through a program that covered topics in strategic thinking, leadership, governance/board issues, advocacy/political action, human resources management, marketing/grantsmanship, fundraising, financial analysis, using technology, and program evaluation.

WORK EXPERIENCE

PR Officer

THE AFRICAN PROFESSIONAL (AFRIPRO.COM). September, 2003 – February, 2004. *New York, NY*

Public relations officer for business & social networking events aimed at African professionals.

Proctor

HARVARD SUMMER SCHOOL. Summer 2003. *Cambridge, MA*

Organizer and Researcher

HARVARD RWANDA PROJECT. Summer 2002. *Rwanda, Africa*

Organized a six-week trip to Rwanda to study the newly instituted community courts for reconciling post-genocide Rwandan society. Fundraised and managed over $30,000 in travel funds. Conducted further independent research in Tanzania on the International Criminal Tribunal for Rwanda (ICTR) and on conflict resolution mechanisms in Ethiopia.

ESL Teacher

REFUGEE YOUTH SUMMER ENRICHMENT. Summer 2001. *Cambridge, MA*

Taught intermediate-level English to a class of 20 – 25 students of different ages, who were recent refugees from all parts of the world. Planned curriculum, administered tests, and ensured smooth cultural transition through various field trips and projects.

Intern

HARVARD INSTITUTE FOR INTERNATIONAL DEVELOPMENT. Summer 2000. *Cambridge, MA*

Summer intern for FIPED (Financial Institutions for Private Enterprise Development). Organized program manual for a four-week course given to professional candidates from over 50 countries.

Publishing Intern

BLACKSIDE INC. October, 1998 – February, 1999. *Boston, MA*

Assisted on a documentary film by dubbing, editing, researching, and preparing website database.

Secretary

BRIGHAM AND WOMEN'S HOSPITAL. January – May 1997. *Boston, MA*

Performed secretarial duties (i.e. answering phones, filing, data-entry) in a fast-paced environment at the Department of Orthopedics.

ACTIVITIES

Co-President

HARVARD AFRICAN STUDENTS ASSOCIATION. 2001 – 2002. *Cambridge, MA*

Organized 25th anniversary show. Ran a *Media and Democracy in Africa* speaker series in collaboration with the Center for International Development.

Committee Director

HARVARD NATIONAL MODEL UNITED NATIONS. 2001-2002 *Cambridge, MA*

Directed the Social, Humanitarian, and Cultural Committee with more than 250 delegates in attendance. Wrote an 80-page study guide on *Traditional Forms of Slavery in the 21st Century: Case Study Sudan* and *Children in Armed Conflict*.

Director and Mentor

FRANKLIN TEEN PROGRAM. 2000 – 2002. *Cambridge, MA*

Recruited mentors for Boston inner-city youth, organized bi-weekly transportation of youth to the program, planned field trips, and mentored. *Stride-Rite Scholarship recipient for public service* through Phillips Brooks House.

Alexander D. Forrester

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PROFILE

Founder and Chief Operations Officer of Rising Tide Capital, Inc.—an innovative non-profit corporation formed in 2004 to become the first organization in the State of New Jersey focused solely on providing business development services to low-income entrepreneurs. Accomplished social entrepreneur, having designed, built, and executed an organizational infrastructure capable of providing one-on-one business consulting and training to over 300 entrepreneurs per year. Demonstrated ability to develop, implement, and oversee program operations, financial management, and organizational capacity building. Consistently successful in building consensus among staff, Board of Trustees, and volunteers as well as developing collaborative relationships with local, statewide, and national governmental and non-profit organizations.

HIGHLIGHTS OF QUALIFICATIONS:

- Experienced in providing business development services to low-income entrepreneurs, including teaching small business classes and providing one-on-one business consulting and technical assistance.
- Created curriculum and taught workshops on basic business planning and management for start-up entrepreneurs.
- Specialized in conducting feasibility analysis, financial analysis, and strategic marketing for start-up small businesses.
- Experienced in non-profit management, strategic development, and fundraising.
- Strong communication skills.

Professional Capabilities Include

- Strategic & Mission Planning
- Financial & Budgetary Planning
- Public Speaking & Public Relations
- Fundraising
- Communications & Branding Strategy
- Business Plan Development
- Strategic Consulting & Financial Analysis
- Sales & Marketing Strategies

PROFESSIONAL EXPERIENCE:

Rising Tide Capital, Inc. Ongoing since May 2004
Chief Operations Officer, Co-Founder Jersey City, NJ

- Founded and established 501(c)3 non-profit micro-enterprise development organization (www.RisingTideCapital.org) whose mission is to assist disadvantaged inner-city entrepreneurs to start and grow small businesses.
- Provided hundreds of hours of one-on-one business consulting to low-income entrepreneurs.
- Wrote and designed 10-week (40-hour) curriculum on basic business planning and management
- Established a Community Business Academy in 2006, which provides business management training to 189 low-income entrepreneurs per year.
- Raised $750,000 over three years to establish and run organization, including major funding from Bank of America, Goldman Sachs, and JP Morgan.
- Established and managed Strategic Advisory Board, with over 35 volunteer business coaches and professional service providers.
- Established mutually beneficial collaborative relationships with local capital providers and non-profit organizations, including: Accion, Trickle Up, the Hudson County Small Business Development Center, the Greater Newark Business Development Consortium, the Urban League of Hudson County and Women Rising.
- Provided strategic planning and management consulting services to a local elementary school with a $1.2 million annual budget. Deliverable: 5-year Strategic Plan with monthly consulting sessions to manage implementation of recommendations.
- Designed and wrote content for organization website.
- Designed fundraising brochure.

EDUCATION:

Harvard University—March 2004—Accelerated Bachelor of Arts, *cum laude*

Major: Special Concentrator in Postmodern Philosophy and Theology

Coursework in intellectual history, post-structuralism, feminism, literary theory, Buddhism, Islamic philosophy and theology, history of Christianity and Judaism, postmodern theology, Chinese art and literature. Also, separate but related coursework in political theory, economic inequality, globalization and economic theory, the politics of social justice, sustainable development, and social entrepreneurship.

WORK EXPERIENCE:

Forrester for United States Senate May-November, 2002

Assistant Policy Specialist, Speech Writer, Event Coordinator Hamilton, NJ

- Prepared and researched policy issues for use in debates and website
- Assisted in drafting and editing of speeches and press releases
- Coordinated and managed events with Field Representatives
- Communicated directly with media and event contacts prior to event
- Advanced and prepared frequent press conferences at the New Jersey State House
- Researched and compiled candidate debate book
- Assisted White House staff in preparing for President's visit

Benecard Inc. Summer, 2001

Underwriting Assistant, Assistant Salesperson West Windsor, NJ

- Analyzed client contracts and assisted in determining co-pays for contract renewal
- Developed efficiency analysis spreadsheet to better monitor company revenue
- Attended sales meetings with various clients

American Reinsurance Spring and Summer, 1998

Freelance Researcher, Office Assistant Princeton, NJ

- Researched and wrote 70-page report on effects of lead poisoning on children, to be used for internal analysis and distribution
- Assistant to the President: phone, fax, mail duties
- General office duties: familiarity with mail-merge, drafting of letters, Microsoft Excel, etc.

Interests

- Social Entrepreneurship, Micro-Finance, and Microenterprise Development
- Ex-offender recidivism and restorative justice
- Modern global slave trade and sex trafficking
- Critique of philosophical and theological heritage of Western civilization
- Political Philosophy, economics, sustainable development, globalization
- Role of the media in democracy; alternative media
- Ecumenical dialogue of world religions
- Conflict resolution and International Law

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HIGHLIGHTS OF QUALIFICATIONS

Experienced in providing Business Development Services for low income clients including teaching small business classes and providing one on one technical assistance
Created curriculum and taught multiple session workshops for low income entrepreneurs
Direct work with 50+ small business clients at any given time
20 years experience establishing and operating small profitable businesses

PROFESSIONAL EXPERIENCE

Small Business Training

Currently providing entrepreneur training and individual technical assistance as the Director of the Community Business Academy at Rising Tide Capital in Jersey City, New Jersey. Previously worked for three years as a Business Counselor at CAMBA Small Business Services, a non-profit community-based organization in Flatbush Brooklyn.

- Teaching a comprehensive10 week/40 hour Small Business Workshop to 50+ low income entrepreneurs in urban communities.
- Teaching individual 3 hour workshops weekly on single small business topics.
- Providing student support by reviewing homework and providing feedback.
- Creating and implementing curriculum for small business classes.
- Delivering one on one technical assistance to low income entrepreneurs.
- Operating a microloan program for small businesses with loans from $500 to $15,000.
- Managing a grant program through The Trickle Up Foundation.

Other Training

- Worked in China, India, Zimbabwe, Nigeria, Guyana and Antigua teaching documentary video production to the local population.

Small Business Development

- Involved in the start up of five successful independent restaurants in New York City over 20 years- Tortilla Flats, Gulf Coast, Sugar Reef, Cowgirl and The Grange Hall.
- Created initial concept, wrote business plan, raised money and acquired space.
- Supervised design, construction, and menu development on each project.
- Operated and maintained profitability for each of these multi-million dollar businesses.
- Consulted for other business projects on their business plans and start up

Specific Business Skills

- Staff Training, Accounting, Human Resources, Restaurant Operations, Advertising, Promotion, Media Communications and Investor Relations.

Other Small Business Activities

Currently operating freelance photography business with nonprofit organizations such as Junior Achievement, Prep for Prep, The Legal Aid Society, The Doe Fund and private clients.

EMPLOYMENT HISTORY

2007	**Director of the Community Business Academy**, Rising Tide Capital, Inc. Jersey City, NJ
2006	**Head Instructor**, The Community Business Academy, Rising Tide Capital, Inc. Jersey City, NJ
2004-2007	**Business Counselor and Microloan Manager**, CAMBA Small Business Services, Brooklyn, NYC
1992-2004	**Owner and General Manager,** The Grange Hall Restaurant, NYC
1985-1992	**Owner and General Manager,** The Gulf Coast Restaurant, NYC
1983-1985	**Owner and Staff Manager,** Tortilla Flats Restaurant, NYC
1984-Present	**Freelance Photographer,** NYC
1979-1983	**Associate Producer/Videographer and Trainer,** M.S. Communications, NYC

EDUCATION

B.F.A., Cinema Studies - NEW YORK UNIVERSITY
Undergraduate Studies - CORNELL UNIVERSITY
Specialized Training - INTERNATIONAL CENTER OF PHOTOGRAPHY
Specilized Training- TRICKLE UP FOUNDATION

VOLUNTEER WORK

2002-Present	**Treasurer**, Hudson Riverfront Performing Arts Center
1995-Present	**Trustee,** Weehawken Environment Committee
2004	**Mentor,** National Foundation for Teaching Entrepreneurship
1997-2002	**Coalition Member,** St Vincent's Hospital Healthy Heart Coalition

MARY J. SANSAIT

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QUALIFICATIONS

- Great interpersonal, written, and verbal communication skills
- Strong coordination, organizational, and problem-solving skills
- Team player and able to take initiative to work independently

EDUCATION

Rutgers University, New Brunswick, NJ
BA in Planning & Public Policy, May 2007

EXPERIENCE

New Jersey After 3, Inc., New Brunswick, NJ
Program Associate **Sept. 2008 – June 2009**

- Provide administrative assistance to the Program Team and Content and Special Initiatives Team
- Assist Program Officers in portfolio management for NJA3's funded 103 programs and 67 contracts
- Support Program Team in monitoring and compliance reviews at program sites
- Responsible for database maintenance utilizing Access and Excel
- Create data analysis reports of grantee funding sources and legislative districts for Board Members
- Provide on-going support and technical assistance for program trainings
- Coordinate Reading Is Fundamental Programs for over 35 school sites
- Liaise with site coordinators to compile data and report to Scholastic, Inc.
- Represent AmeriCorps Programs of NJA3, Inc. and recruit member positions
- Travel to various afterschool program sites to observe operations and ensure staff files are in compliance

International Institute of New Jersey, Jersey City, NJ
AmeriCorps Program Member
Volunteer and Resource Coordinator **Oct. 2007 – Aug. 2008**

- Communicate with staff and program heads to identify needs
- Recruit, train, and connect qualified volunteers for various support work
- Develop project assignments that will best utilize an individual's talent
- Supervise volunteer activities and spearheaded fundraising events
- Provide organization background information as IINJ's representative for community fairs
- Conduct monthly program assessments and report to Associate Director
- Create volunteer welcome packets, promotional materials and research new avenues of revenue
- Tutor/teach English as a Second Language to Basic English speaking clients
- Educate clients in resume writing, interviewing skills, and job placement

VAWA (Violence Against Women Act) Specialist

- Advocate for immigrant women and men who have been abused by a Lawful Permanent Resident or USC
- Consult and educate clients eligible for VAWA benefits about Domestic Violence and immigration process
- Coordinate and schedule client psychological and/or physical therapy
- Serve as a liaison for Hudson County Welfare Division, DV shelters, and Doctors of the World Clinic
- Manage case files and assist clients in compiling necessary documentation
- Conduct cross-examination interviews and draft Personal Affidavits
- Assess client needs and connect them to personal, education, and career development programs

MeraPyar, Inc., New York, NY
Assistant to the CEO **May 2003-Sept. 2003**

- Organized networking events in 10 metropolitan cities and communicated with 15 venue managers
- Updated newsletters on www.merapyar.com and developed business and marketing strategies
- Performed general office duties: filing, answer phone calls/emails as customer service representative

ACTIVITIES

Douglass Asian Women Association, New Brunswick, NJ
President/Secretary/Artistic Director **Sept. 2004-May 2007**

- Coordinated talent showcases and discussion workshops reflecting organization's mission
- Networked with organizations and developed strong partnerships
- Conducted e-board meetings, planned fundraising strategies, and performed community outreach

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- Served as a liaison between e-board members, advisors, and organization participants
- Created flyers and event handouts
- Hire and supervise volunteers and activities

ACTIVITIES

Event Coordinator
Coordinate semi-annual food drives and showcases with independent artists ranging from emcees, singers, poets, and community advocates.

Singer/Songwriter/Performance Artist
Perform for various organizations and showcases that empower underserved communities.

ABILITIES

Computer skills: Microsoft Word, Excel, PowerPoint, Publisher, Access, Immpro
Language skills: Advanced Level – Tagalog; Beginner Level - Spanish, Chinese, Italian

CERTIFICATES

Center for American Woman and Politics, New Leadership Program – June 5 -12, 2007
Certificate of Completion, Douglass College Educational Opportunity Fund – May 2007
Certificate of Appreciation in Student Leadership, Douglass Student Activities – May 2007

REFERENCES

Julie Castner
International Institute of New Jersey
AmeriCorps Program Manager
Work: 201-653-3888
Cell: 201-467-6393
jcastner@iinj.org

Mayra Ramirez
New Jersey After 3, Inc.
Senior Program Officer
Work: 732-246-7941
mramirez@njafter3.org

Jose Saud
International Institute of New Jersey
Director, Immigration Law Center
Work: 201-653-3888
jsaud@iinj.org

Roger Cervantes

130 Mercer Street – Jersey City – New Jersey 07302
Phone: (201)-421-4149 Email: roger.cervantes1@gmail.com

CAREER PROFILE

Diverse background in Retail Banking and Community Improvement, Economic Development, Business Development, Personnel and Project Management. B.A. in World Religions with a focus on Human Rights. Seeking to parlay my varied skill-set into success in the field of Microfinance.

PROFESSIONAL EXPERIENCE

Project Pilates, Jersey City, NJ
General Manager **October 2008-present**

Devise and implement marketing plans, oversee sales, customer service, and establish operational zing at a premier pilates studio in the New York City metropolitan area.

- Assist in increasing enrollment and revenue by 6% for the third quarter of 2009.
- Enhance revenue channels, client relationships, and client retention rate by successfully integrating holistic health counseling services.

Social Accountability International (SAI), New York, NY
Executive Assistant **February 2008-October 2008**

SAI is a preeminent, standard-setting organization that works to eradicate poverty by promoting the rights of workers, building public and private capacity for labor, and ensuring decent workplace conditions worldwide.

- Provided executive assistance to the President and the Executive Director.
- Composed quarterly fundraising appeal letter to major donors and foundations, solicited new donors, drafted grant proposals, and conducted research on potential public and private funding.
- Served as a point of contact for board members and planned international board meetings and SAI's annual conference.

Canterbury English, Madrid, Spain
Business English Professor **September 2004-December 2007**

Taught business English abroad at a prestigious English/French language academy whose portfolio of clients includes the City of Madrid, Zara, Airbus, and Ya.com.

- Applied my exposure to North American business models to the planning of curriculum.
- Operated and participated in cultural exchange events with Canterbury students.

ADP, Clifton, NJ
Contract Administrator and Executive Assistant **September 2001-September 2004**

ADP-Dealer Services Division is an international leader in providing small business solutions, systems hardware and software, training and technical assistance to independent, small-to-medium, and franchise car dealerships and their employees.

- Worked closely with the BDC (Business Development Center) and Sales to ensure proper assemblage, processing, and fulfillment of client contracts.
- Coordinated training and technical installation sessions involving clients, trainers, account executives, and sales representatives.
- Planned large-scale conferences for ADP-Dealer Services Division.
- Provided executive-level assistance to the Director of Implementation.

Bank of America, Montclair, NJ
Assistant Branch Manager/CRA Representative **July 1997-August 2001**

Oversaw seven personal bankers and the sales, customer service, operations, compliance, and personnel-related functions of a CRA (Community Reinvestment Act)-designated bank branch which provides an array of microfinance products to the low-income community of Montclair, NJ.

- Served as a CRA community liaison by coordinating and leading financial planning presentations and workshops at Montclair State University and Emmanuel Church of Christ in Newark, NJ.
- Created, presented, and implemented marketing proposals to attain and exceed quarterly sales goals.

EDUCATION

2000 Montclair State University, Montclair, NJ: *Bachelor of Arts, Religion*
2009 Institute for Integrative Nutrition, NY, NY: *Certified Holistic Health Counselor*

SKILLS

Languages - English (native), Spanish (Fluency)
Project Management
Personnel Management
Proficiency in MS Word, Excel, Power Point, Access, Publisher, Outlook, Lotus Notes, Novell GroupWise, Internet

ESTHER FRASER

PROFESSIONAL EXPERIENCE

Project Assistant (Summer), *June-August, 2009*
Turner Sports and Entertainment Digital (TSED), Turner Broadcasting Sales, New York, NY

- Supported TSED's Animation, Entertainment and Sports platforms:
  -Incorporated digital advertising opportunities into sales presentation drafts
  -Conducted competitive tracking research and created reports
  -Managed TSED's sponsorship opportunity content on Turner's online digital portfolio
  -Liaised with vendors to develop a selection of new premiums for the TSED group
  -Updated sales pitch trackers and execution calendars

Communications Assistant, *August 2008-June 2009*
Communications Department, Whitman School of Management, Syracuse, NY

- Supported the activities of Whitman's staff, students, faculty and community programs:
  -Developed content for Whitman's web site, and semi-annual alumni magazine
  -Designed collateral material; brochures, post-cards, flyers, invitations, HTML emails
  -Drafted long lead feature stories as well as short lead press releases
  -Consolidated research results into effective reporting formats

Community Relations Liaison, *June 2007-May 2008*
Florida Statewide Guardian Ad Litem Program: Miami-Dade County, Miami FL

- Program Spokesperson
- Implemented and reported on programming based on grants totaling $84, 000
- Coordinated two major annual volunteer and staff appreciation events
- Increased the number and diversity of Guardian ad Litem volunteers by:
  -Forming strategic relationships with multicultural Miami-Dade communities and media
  -Developing program-based news stories, press kit pieces and collateral materials
  -Representing the program in a variety of on-air and in-person forums

Public Relations Intern, *July-August, 2006*
Weber Shandwick Worldwide, Travel Practice, New York, NY

- Supported the The Bahamas, Royal Caribbean, Beverly Hills, and Atlantic City accounts:
  -Managed media lists and press clipping logs
  -Edited, maintained and compiled press kit pieces
  -Drafted and distributed press releases
  -Gathered research for new and existing clients

Communications Intern, *August-December, 2005*
Johnson & Wales University, Office of Communications, North Miami Beach, FL

- Pitched University events to local, regional and national media
- Created weekly updates for campus wide information systems
- Designed and managed content for University publications

Assistant Conference Coordinator, *April 2005, 2006*
Annual Communications Conference, Florida Memorial University, Miami Gardens, FL

- Developed conference theme and programming
- Designed conference materials; flyers, programs, awards
- Logistical support on conference day

EDUCATION

M.S. Media Management, *August 2009*
S.I. Newhouse School of Public Communications, Syracuse University, Syracuse, NY

- Turner Diversity Scholar

B.A. Communications (Public Relations), Minor in English, *April 2007*
Florida Memorial University, Miami Gardens, FL

COMPUTER SKILLS

Lexis Nexis

Adobe Fireworks CS3

Adobe Dreamweaver CS3

Adobe InDesign CS3

Adobe Photoshop and Photoshop Elements CS3

Adobe Illustrator CS3

Quark Xpress

Adobe Acrobat

Microsoft Office Suite 2003-07

Cision

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References and portfolio available upon request

Justyna Krygowska

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Objective

To benefit an organization that can use a dynamic and articulate young professional who sincerely enjoys helping others while utilizing strong communication skills, computer knowledge, and thoroughly positive attitude.

Experience

Incognito Associates LLC — 03/2011 – 05/2011 — [Freelance]

- Logo Design for Incognito Associates LLC
- Logo Design for Driscoll, Alonzo and Goldberg Political Campaign

Spa Rejuv — 10/2009 – 02/2011

- Hired as a Receptionist, promoted to Assistant Manager
- Handled all inquiries about services rendered on premises, answered phone, scheduled appointments and handled all vacation requests, managed all transactions, opened and closed register, filed all paperwork pertaining to clients and employees as needed, in charge of ordering retail and professional supplies, managed biweekly payroll report, data entry and revision
- In charge of most e-mail marketing such as monthly newsletters, special offers and confirmations to clients, designed all advertising featured in local publications related to seasonal and holiday offers

Handy House Inc. — 06/2008 – 02/2009 — [Freelance]

- Redesigned company logo and worked on implementing new design on company vehicles

Polish American Sports Association of New Jersey — 05/2008 – 07/2008 — [Freelance]

- Worked collaboratively with nonprofit on the development of logo, official website components, letterhead, business cards and promotional event posters as well as tickets for fundraising events held by association, translated copy for website content from Polish to English

Visual Aids — 10/2006 – 12/2006 — [Volunteer]

- Assisted nonprofit organization in preparing for annual fundraiser, responsibilities included data entry, cataloging incoming art, working during event, helping disassemble exhibit after its conclusion

Santa Fe Childcare — 12/2004 – 09/2010

- Hired as afternoon help, promoted first to Floater and then to Assistant Teacher
- Handled all afternoon duties as needed by each room and management, assisted teachers with room duties, helped assistant director with clerical needs such as filing and organizing paperwork, answered phones when necessary, trained new afternoon staff, assisted with parent inquiries when appropriate, cross checked weekly employee schedules with vacation requests

University of Medicine and Dentistry — 07/2004 – 08/2004 — [Seasonal]

- Hired as office help with primary intent to help file and organize paperwork used by employees of the University during the school year

Justyna Krygowska

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Score! Educational Centers 11/2003 – 10/2004

- Assistant Coach, hired with primary intent to help students with course work in Language Arts and Mathematics
- Answered parent inquiries about students' progress, completed necessary office duties such as filing, paperwork, data entry and answering phones

New Providence Community Pool 06/2003 – 08/2007 (Seasonal)

- Guest Services, verified membership, handled new membership inquiries and guest entrance and noted special requests for members

Education

Parsons the New School for Design 09/2005 – 05/2009

BFA in Integrated Design with a concentration in Communication Design and Design Management

Studied abroad for a semester at Parsons Paris in Paris, France 09/2007 – 12/2007

New Providence High School 09/2001 – 06/2005

Graduated top of class with honors

Skills

Bilingual Polish, knowledge of Adobe Creative Suite, Microsoft Office, QuickBooks and Millennium, completed courses such as Marketing, Business Ethics, Project Management, Design Research Methods, Design and Management, Packaging Design, Typography, two and three dimensional Design, as well as Pre-production and Presentation

Excellent interpersonal skills, able to work independently or within a group setting, well organized, outgoing, punctual and hard working

References

Sarah Aronow, Assistant Director of Santa Fe Childcare	1441 Springfield Avenue, New Providence, NJ	(908) 665-1235
Christine Cronin, Director of Physical Therapy Department, UMDNJ	65 Bergen Street, Newark, NJ	(973) 972-9792
Christine Buerle, Global Supply Chain Group, PVH	1001 Frontier Road, Bridgewater, NJ,	(908) 698-6247

More references available upon request

Tawanda Taylor
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e-mail: taylort16@verizon.net

OBJECTIVE: To obtain a position where my skills and abilities can benefit the company and contribute to its profits

EDUCATION:

New Jersey City University, Jersey City, NJ
Bachelor of Business Administration in Accounting: **9/05-5/2010**
Specialization: Accounting
***GPA*:** 3.42/4.0

The Chubb Institute, Jersey City, NJ
Diploma: Personal Computer Applications, Accounting: 9/98-6/99

COURSES:

Principle of Accounting I, II
Cost Accounting
Auditing
Intermediate Accounting I, II
Govt. Nonprofit Accounting
Seminar Taxation

EXPERIENCE:

American Red Cross in Greater NY, New York, NY
Finance Bookkeeper: 6/05-10/08

- Prepared and processed journal entries, and reclassification entries as required
- Processed monthly bank reconciliation, and maintained monthly utilities analysis
- Prepared monthly accounts payable accrual schedule for month-end closing
- Reconciled monthly Donations reports, and Amex Corporate statement charges
- Match, batch, processed daily vendor invoices, check requests, staff reimbursements
- Transmitted positive pay file to Wachovia Bank and monitor bank system.
- Assisted counting cash/checks received daily, and prepared cash log.
- Reviewed and enter Client Assistance Card (CAC); maintain charge-out record
- Performed a semi-annually physical inventory count for the CAC card. (FIFO)

NY Foundling Hospital, New York, NY
A/P Junior Accountant: 9/03-06/05

- Prepared and processed daily check requests, invoices, purchase orders
- Prepared monthly real estate rent payments (52 facilities)
- Processed monthly Family Daycare, Independent Living, and Foster Parents payroll
- Processed Qtr. clothing allowance checks
- Assisted with 1099 tax forms, and processed bank reconciliation

BPA International, Shelton, CT
A/P and A/R Bookkeeper: 3/99-04/02

- Processed weekly vendor payments
- Handled cash receipts, petty cash, and billing
- Processed quarterly dues billing
- Managed deposits, withdrawals, and bank transfers
- Prepared semi monthly ADP payroll for 180 employees, multi-state

SKILLS: Spreadsheets, organizational, communication, analytical, time-management, problem solving, research and presentation skills

SOFTWARE: MS Office (Word, Excel, Access, PowerPoint), Great Plains, ADP PC Payroll, Penta, Clarus, Nyfis, Seibel

REFERENCES: Available upon request

Louisa Cousins

292 Bogert Rd Apt C, River Edge, NJ 07661
(201) 895 2791 • louisacousins@gmail.com

SUMMARY OF QUALIFICATIONS:

Resourceful non-profit sector professional with more than six years experience monitoring and evaluating programs and initiatives, analyzing large quantities of data, and writing reports for senior management.

RELEVANT SKILLS AND EXPERIENCE:

- Advanced experience in relation to monitoring data to track and evaluate trends in performance.
- Experience developing and managing Performance Indices/Balanced Scorecards/Dashboards.
- Database management experience, including ensuring integrity and structure.
- Strong aptitude for numbers and statistics. Solid data analysis skills.
- Familiarity with a wide variety of data collection methods. Survey/questionnaire development experience.
- Proven track record as a self-starter, running projects independently and as part of a team.
- Detail oriented and skilled at prioritizing multiple projects and meeting strict deadlines.
- Good verbal and written communication skills. Ability to communicate with people across an organization.
- Earned a Certificate in Project Management.
- Advanced knowledge of Microsoft Office (Word, Excel and PowerPoint). Expert at Excel data analysis. Knowledge of SPSS statistics software and Surveymonkey.com online survey service.

WORK HISTORY:

Monitoring Executive 2003 - 2009
UK Film Council, London UK

Responsibilities:

- Monitoring organization's Key Performance Indicators (KPI) activity. Evaluating trends in performance.
- Developing and managing departmental and organizational Balanced Scorecard/Performance Dashboards.
- Being the gatekeeper of monitoring and evaluation (M&E) information for the organization
- Delivering M&E research projects from design to analysis and providing recommendations based on findings.
- Analyzing large quantities of data using a variety of advanced techniques.
- Managing urgent ad-hoc research/information requests.
- Delivering quarterly and monthly reports for funding bodies with strict deadlines.
- Writing detailed reports for senior management.

Accomplishments:

- Designed and implemented new monitoring and evaluation activity where previously there was very little.
- Introduced KPI reporting processes for other departments, regional offices and partner organizations.
- Significantly improved organization's data management and reporting by customizing databases.
- Author of information presented to UK Parliament and politicians.

Production Finance Coordinator 2001 - 2003
UK Film Council, London UK

- Responsibilities included administrative management of the organization's funding decision panel.
- Accomplishments included introducing processes to ensure efficient delivery of project materials.

Personal Assistant to Chief Operating Officer & Head of Finance 2000 - 2001
UK Film Council, London UK

- Senior PA responsibilities including: calendar management, arranging & providing support for meetings and handling correspondence/telephone calls.

Administrator, Pension Funds 1998 - 2000
National Provident Institution (NPI), Tunbridge Wells UK

- Responsibilities included tracking customer satisfaction.

EDUCATION:

Bachelor of Science with honors, Sociology & Media Studies
City University, London UK, 1998

KEITH DENT

385 Valley Road + West Orange, NJ 07052 + (973) 780-625 + keithdent2006@comcast.net

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OBJECTIVE: A management position that allows me to utilize and develop leadership skills.

PROFILE

- Highly organized, diligent and responsible, able to manage and maintain youth programming to meet the organization's needs.
- An enthusiastic and thorough coach/trainer able to convey information with clarity, patience and terminology appropriate to specific audiences.
- A quick learner able to stabilize the needs of any Youth Programming Department.

SELECTED ACCOMPLISHMENTS

Project Management/Program Development

- Conceived, planned and directed summer leadership institute for teens reaching 50 participants with two years. Designed curriculum, recruited volunteers and assisted in the development of creative, advertising, and promotional materials
- Developed intensive leadership programming for teens that included goal setting, personality development, and team building skills.
- Researched and wrote grants to provide funding for leadership programs.
- Created and grew Empowerment College Counseling Program for teenagers that allowed them to explore their inner desires for continuing education and turn them into positive results.

Training

- Designed and delivered illuminating and enjoyable classes as part of educational program; presented new material and developed survey for student evaluation.
- Trained over 300 students the past LEAD AMERICA students in goal setting, leadership development and teen skill building.

Team Building and Client Relations

- Provided leadership and counseling to church team members to resolve concerns and maintain smooth relations in the office.
- Regularly complimented on quality of service as a lead educator and captain of the Usher team.

<continued>

KEITH DENT

WORK HISTORY

2007 -	Certified Empowerment Coach Strive 2 Succeed Coaching Service, West Orange, NJ
2005-2010	Director IMPACT Community Development Corp., Montclair, NJ
2001 – 2005	Senior Academic Coach – Play It Smart National Football Foundation, Morristown, NJ

EDUCATION & TRAINING

Robert J. Milano School of Management and Public Policy
Master of Science, Non-Profit Management

GEORGETOWN UNIVERSITY
Bachelor of Science, Business Administration

EMPOWERMENT COACH CERTIFICATION
Institute for Professional Empowerment Coaching

SPECIAL SKILLS

Radio Host, Teen Love Radio, www.blogtalkradio.com.

PNP PROFESSIONALS for NONPROFITS
exceptional staff for nonprofits
515 Madison Avenue, Suite 1100 New York, NY 10022 212-546-9091

CARLEE L. CATENA

PROFESSIONAL SKILLS

11 years of administrative experience
Basic French and Italian
Proficient in Microsoft Office Suite
Experience with Windows and MAC
National / International Travel Arrangements
Employee Supervision
Excellent Grammar & Punctuation
Teleconferencing / Web Conferencing
Calendar Management / Scheduling
Social Media
Program Management / Event Management

EDUCATION

Rutgers University, New Brunswick, New Jersey
B.A. in Anthropology and Classics; Certificate in Historic Preservation, May 2006

- Edward J. Bloustein Distinguished Scholar recipient

University of St. Andrews, Fife, Scotland

- January 2005 – May 2005, Semester Abroad Program through Rutgers Study Abroad

WORK EXPERIENCE

Rutgers University, New Brunswick, New Jersey
HIV Prevention Community Planning Support and Development Initiative
Executive/Administrative Assistant, January 2009 – Present

- Provide professional, executive-level administrative support to Senior Research Program Manager and department staff
- Coordinate and provide administrative, logistical and technical support to HIV/AIDS community planning groups
- Responsible for planning, preparation and control of department and community planning group communications, calendars, events, records, statistics, reports and documents
- Coordinate and maintain statewide training database, participant records and training policies and procedures
- Recruit, track and maintain confidential planning group applicant information and membership files
- Develop, design, proofread and edit work products including agendas, resource directories, meeting minutes, comprehensive service plans, summary and focus group reports
- Analyze and report on effectiveness of trainings through monitoring of enrollment, retention and student evaluations
- Report on community planning group outcomes, deliverables and evaluations
- First point of contact for professionals, New Jersey Department of Health representatives, community members and planning group members/applicants
- Provide assignments and oversight to temporary office staff
- Analyze, proofread and edit large-scale federal, state and department reports and presentations

Administrator, Single Homeless Project
Administrator, Royal Bank of Scotland
London, England (January – June 2007)

Administrator, Fidelity Investments
Administrator, National University of Ireland in Galway, Student Services
Galway, Ireland (July – November 2007)

Responsibilities:

- Provided professional, executive-level administrative support to agency directors
- Compiled and reported on statistical data extrapolated from client surveys
- Recorded, computed and reconciled internal expenses and revenue
- Logistics coordinator for conferences, interviews, meetings, travel and daily calendars
- Primary customer service liaison for clients, students and guests
- Advised and counseled students on Student Services including orienting national and international students to the National University of Ireland in Galway and King's College London campuses

Rutgers University, New Brunswick, New Jersey
Student Employment Office, New Brunswick, New Jersey
Administrative Assistant, June 2002 – December 2006

- Provided professional, administrative support to department staff and Director
- Primary resource for information on Student Employment Program opportunities and postings
- First point of contact for students, professors and professionals
- Assisted with job postings and statistical analysis for the Job Location and Development Website
- Responsible for maintaining confidential information and ensuring accuracy of student information
- Supervised and trained student workers
- Prepared 3,000+ payroll submissions for Federal Work Study students
- Provided individual, employment counseling to a large volume of students and assisted them with their Student Employment and Financial Aid Applications

The American Journal of Ancient History, New Brunswick, New Jersey
Editorial Assistant, March 2004 – December 2006

- Coordinated and executed administrative tasks necessary for the publication and circulation of the American Journal of Ancient History to include article submission and updates, invoicing, bookkeeping and shipments
- Created and maintained advanced spreadsheets for tracking/recording payments and contact details of customers

VOLUNTEER EXPERIENCE

Catholic Charities, Edison, New Jersey
Mentor, May 2008 - Present

- Participate in a goal oriented mentoring program for children with behavioral health issues, focusing on long-term, positive behavior change
- United Way of Central Jersey's 2010 Hometown Hero recipient

ACTIVITIES

The Arenas at Woodbridge, Woodbridge, New Jersey
Roller Skating Instructor, February 2010 - Present

- Instruct children and adults in the fundamentals of figure skating and jam skating

EXECUTIVE RESUME

MICHAEL J. CASLIN, III

#200 Riverside Blvd., Apt. 7G **(Cell) 212-444-2071**

New York, NY 10069 **michael.caslin@urgentvc.com**

EXECUTIVE SUMMARY

Michael Caslin offers a successful track record of Social Entrepreneurship including Program Development and Scale, Triple Bottom Line Impact Investment, Crisis/Turn-Around and Performance Improvement, Academic and Family Office Philanthropic management experiences to benefit the youth and economic development, renewable energy infrastructure investment, entrepreneurship education, CSR/philanthropic, government and social enterprise sectors.

Since 1999, Michael Caslin has been engaged in power, waste and water sustainability issues- both generation and conservation- and has been committed to mitigating the impacts of urbanization and large and small scale community sustainability. Recognizing the long term implications of ineffective policies and practices at the global, federal, state and local level and in response to the burdensome costs of energy and increasingly failing urban infrastructure systems, Mike Caslin launched URGENT VC, LLC (UVC) in 2008 - Urban Regeneration Energy Technology Venture Capital- to provide entrepreneurial and financial solutions for community sustainability. UVC is structured to support the Renewable Urban Centers and Sustainable Tribal Reservations. As a three part management firm, UVC provides Sustainable Community M-A-AP & MONETIZE© consulting services, Clean & Green Tech Venture Development and the structuring of Strategic Private/Public Investment to support renewable and sustainable infrastructure.

Prior to URGENT VC, LLC, from 1988 thru 2008, as CEO for the Network For Teaching Entrepreneurship's, (NFTE). Over 20 years, he led NFTE thru 3 recessions generating an operating surplus each year and led a team that raised Philanthropic, CSR and Impact Investment capital totaling $145,000,000.

NFTE has grown to be a globally recognized movement through an open-book management and balanced scorecard management practice and has achieved the following results:
- growth of annual system revenue by 124X; growth of operational, field and system-wide staff by 50X; growth of field training specialists (NFTE Certified Entrepreneurship Teachers) by 2,000X;
growth of users from 200 in 1988 to 1.4 million users; global and national thought leadership related to entrepreneurship education with Davos- World Economic Forum, the UN Economic Commission of Europe and Aspen Institute's Youth Entrepreneurship Strategy Group and Babson College's Symposium for Entrepreneurship Educators (a network of 2,000 college faculty members);
growth of NFTE's USA state operations grow by 14.5X and growth of international operations to 13 countries on 3 continents.

As a leading Social Enterprise, the work of NFTE has been case studied twice by Harvard Business School. Mike has led teams engaged in the following endeavors:
- Curriculum innovation, design, funding, standardization and distribution leading to 12 iterative self-published versions of Student Curriculum and Teacher Certification Programs and resulting in Pearson Publishers choosing NFTE as its entrepreneurship curriculum of record
- Conceptualization, funding and implementation of an External Impact Evaluation Program based on a rigorous Program Theory of Change;
- Conceputalization and Generation of self-sustaining revenue streams through innovative product/service sales and special event revenue now annually generating $1m net contribution annually.
- Conceptualization, funding and implementation of the first youth entrepreneurship alumni services program involving nation-wide MBA student mentors and corporate executives which featured Regional Business Plan Competitions and Venture Funding.

- Conceptualization, funding and implemenation of the W.K. Kellogg Fdn.'s National African American Male Collaborative- a consortia of 33 national CBO's dedicated to empowering African American young men and NFTE First Nations Tribal Youth Entrepreneurship Program.

Since 2004, he has also served as a part-time College Faculty member, a "Prac-ademic-Practitioner Academic" member of Babson College (ranked #1 for Entrepreneurship and #9 for Social Entrepreneurship and Sustainability). Since 2009 he has held a dual appointment with Babson College and CUNY-Baruch Zicklin Business School Field Center for Entrepreneurship. He has taught Principles of Entrepreneurship, Social Entrepreneurship, Sustainable Venture Development, Venture Finance and Entrepreneurship Case Experiences to Graduate- MBA, MA and Undergraduate students. He has also acquired senior level management training and experience in the implementation of Open Book Management, IBM Matrix Management, McKinsey & Co. Strategic Growth Planning and the Harvard Business School's Go Forward Plan.

C-level Responsibilities have included:

1. Managing multi-million dollar growth year on year in current and new markets.
2. Leading large, multi-region field based teams using effective internal and external communications, team building, performance planning, and talent development.
3. Coaching Executive and Staff for improved performance through mission, strategy, tactics and performance plan alignment.
4. Developing technology-enabled distance based learning –BizTech 2.0 with Microsoft and the ALN Network and Alfred P. Sloan Foundation; a Codie Award Finalist.
5. Developing cutting edge performance bonus incentive compensation with Open Book Management.
6. Managing P&L and Balance Sheet profitability thru cost containment and increased revenue generation via clarity of offerings from the product line via curriculum and training sales.
7. Building brand value thru effective million dollar fund raising from CSR and CRM Sponsorships by advising 1,000+ USA & Global corporate, HNW family offices and foundations.
8. Establishing the first national public policy group for youth entrepreneurship in partnership with E*Trade and Aspen Institute's Youth Entrepreneurship Strategy Group.

DETAILED CAREER EXPERIENCE AND RESULTS

URGENT VC, LLC New York, NY June 2008–Present
Title and Summary of Duties: Chairman, CEO, and Founder
URGENT VC, LLC is an IMPACT INVESTMENT oriented venture capital manager and venture development company specializing in developing Sustainable Infrastructure for Urban Centers and Tribal Reservations. Mike Caslin has served on the Board of Directors and the Investment, Finance Committees and helped developed an operational team. He has screened investments, provided company P&L and management oversight, provided strategic planning and operational oversight and led the development of strategic investor relationships.

Results:
- assisted in the turn-around of an international carbon credit asset management firm and saving dozens of jobs in the USA and India along with recovery of key investor value while increasing energy efficiency in 1 million homes in India through a UN Carbon Credit linked light bulb efficiency replacement program;
- launched UVC's Sustainable Community Consultancy that has secured and completed EU and USA Federal Agency, Municipal and Federal Tribe Sustainability advisory service contracts including serving as an advisor to USET-United Southern Eastern Tribes- a network of 26 Federally Recognized Tribes east of the Mississippi River and Technical Advisor to the Obama White House's National Ocean Council;
- growing a UVC Clean&Green portfolio company- SubSea Energy, N.A., LLC – USA based micro-hydro energy developer working to provide in the future- low cost, subsidy free, zero emission micro-distributed electricity systems for high cost electricity markets in the Northeast.

NFTE, New York, NY November 1988 - May 2008
Title and Summary of Duties: CEO

Results:
1. Organizational Growth- period expanding into 13 countries and covering 31 U.S. States from an original base of one country and 2 states.
2. P&L Accountability- led team that grew annual system revenue from $200,000 to $25,000,000 in the USA, EU, India and China over 400 payroll periods and 14 years of operating surplus.
3. Grew from a base of 200 users to 50,000 users annually now 1,400,000 historical users.
4. Achieved 12 consecutive years of annual operating surplus.
5. Led teams that raised $140,000,000 in Corporate Social Responsibility (CSR) investments/grants and Government Appropriations and Grants.
6. Created NFTE's first public policy initiative with Aspen Institute. Conceived, Recruited, Developed and Managed a (33) corporate member organization Youth Entrepreneurship Strategy Group (YESG).
7. Developed CSR relationships with: Atlantic Philanthropies/ Duty Free Shops, Babson College, COFRA, E*Trade, Goldman Sachs, National Governor's Association, Oppenheimer Funds, Ryan Air/One Fdn., McKinsey & Co., Microsoft; State Street Bank, U.S. Small Business Administration.
8. Provided expert witness testimony and policy papers for: Columbia, Dartmouth, Duke, Harvard, Hong Kong, Prague and Stanford Universities; U.S. Congress- House/Senate Committees on Small Business, Banking, Housing and Urban Affairs; U.S. Departments of Commerce, Education, Labor and State; The White House-Domestic and Economic Policy Councils; National Associations of Governors, School Superintendents, and City Councils; the U.N. Development Program (UNDP) on Micro-Enterprise with Prince Charles and Sec. General Annan and the United Nations Economic Commission on Europe (UNECE).

Caslin Group Business Consultants, Washington, D.C. June 1984 – Nov. 1988
Title and Summary of Duties: Founder, Firm specialized in Corporate Turnarounds.
Results:
1. Consulted with 40 clients from 12 industry segments; companies aggregate value of $30,000,000
2. Advised (2) U.S. Members of Congress on trade and public policy initiatives

Washington Legal Foundation, Washington, D.C. July 1982 - May 1984
Title and Summary of Duties: VP, Legal Affairs
Results:
1. Developed U.S. Congressional outreach strategies for: Tort Reform, Tax Reform, Crime Victim Right while leading a national high-net worth individual/institutional $500,000 annual campaign.

Boys and Girls Clubs of America – New York, NY July 1981 - June 1982
Title and Summary of Duties: Director of Development, Foundation Relations
Results:
1. Developed and implemented a $250,000 national foundation relations campaign

The Fund for American Studies- Washington, D.C. July 1980 - June 1981
Title and Summary of Duties: Executive Director
Results:
1. Managed foundation, board and HNW individual giving development, $250,000 annual campaign.
2. Managed U.S. Congressional Outreach and Academic Program Outreach to Georgetown University

EDUCATION

Manhattanville College
Bachelor of Arts- Economics and Political Science
Georgetown University- Fellowship
The Fund For American Studies- Union Carbide Fellow- Comparative Political and Economic Systems
Babson College- Fellowship
Price Foundation Fellowship- Price Babson International Symposium for Entrepreneurship Educators
University of Arizona- Fellowship
Fellowship- Economic Science Laboratory to study under Nobel Laureate Dr. Vernon Smith
Windsor Society Member and Norfolk Charitable Trust- World Fellowship
U.S.A. Representative to the Windsor Society- Discussions on the Future of the U.K. and Norfolk Trust Fellowship - (12) city, (5) continent Field Observer of impacts of mass urbanization.

SUPPLEMENTAL INFORMATION- AWARDS:

CODIE Award for Web Business Learning-Secondary School Education-Finalist 2005
Co-Author of BizTech 2.0- a national finalist. *The SIIA CODiE Awards recognize excellence in the business software, digital content, and education technology industries. All nominated products and services receive a thorough review from seasoned industry experts who can identify strengths and give significant insights for improvements*. In 27 years, SIIA has recognized more than 1,000 companies for achieving greatness in industries that expect *innovative thinking and demand market validation*.

Dartmouth College, Award, Tuck Graduate School of Business 2002
Halpern Award for Outstanding Contributions to the development of the USA field of Social Enterprise.

Babson College, Award, Symposium for Entrepreneurship Educators, Babson College 1998
1,000+ College Faculty Global Peer Reviewed - Appel Annual Prize Winner for "*an individual who brings entrepreneurial vitality to academe in the true spirit of the Price-Babson College Fellows Program for perseverance, innovativeness and excellence demonstrated over the years*."

PUBLICATIONS:

Network for Teaching Entrepreneurship, 1) High School Text, Co-Author, "Eco-Enterprise: Being Smart About the Environment and Social Issues- One Enterprise, One Entrepreneur at a Time". 2) *2005 Cody Award Finalist: Best Secondary Education Instruction Solution- Co-Author, BizTech 2.0 Digital Learning* – USA's first web Youth Entrepreneurship Education Course (high school, college credit) 1999, 2005

Career Press Publishers, Adult/High School Student Text, Co-Author, "The Very, Very Rich- How They Got That Way and How You Can Too! Profiles of Phenomenal Entrepreneurs". 2000

Veritas Publishers, General Audience, Author, "Fallen Innocence, Towering Love: Thoughts For Healing from a first-responder view of the first 24 hours at Ground Zero". 2001

ABC-CLIO Publishers, University- Graduate/Undergraduate College Textbook, Co-Author - "Social Entrepreneurship: How Business Can Transform Society". 2012

PAST SOCIAL ENTERPRISE LEADERSHIP:

Chairman- Urban Ecology Institute in Boston, MA.

Board Member- SJF Institute/Investor's Circle, Durham, NC, CITI-USA Green Jobs Awards, NY, NY.

National/Local Advisory Board Level- Boys and Girls Club of New Bedford, MA; Center for Cultural and Tribal Entrepreneurship, Santa Fe, NM; Defy Ventures*- Entrepreneurship Support for Paroled NYS Felons, NY, NY; NFTE-New England, Babson Park, MA; NYU-COLUMBIA NYACRE- NY Accelerator for Clean and Renewable Energy, NY, NY; YMCA of New Bedford, MA.
*- under review