

Production Editor**Eagle Newspapers**, Syracuse, N.Y.

2007-2009

- Directed the production process of 15 weekly newspapers (including 26 employees) from inception to completion, demonstrating comprehensive planning, organization, and coordination skills to ensure timely delivery of high-quality content.
- Spearheaded the transition of production operations from in-house printing to outsourced printing, implementing updated staff protocols, new file formats, and stricter deadlines to streamline workflow and enhance efficiency.
- Orchestrated storyboard planning, story assignments, editing, graphic design, and pagination activities, overseeing a multifunctional team to maintain consistency and quality across all publications.

SIGNIFICANT NONPROFIT LEADERSHIP POSITIONS

Local Planning Committee**NYS Downtown Revitalization Initiative**, Oneida, N.Y.

2021 -Present

- Collaborated with local stakeholders and government officials to develop a comprehensive Strategic Investment Plan aimed at maximizing the impact of \$10 million in state funding allocated for the revitalization and expansion of the Downtown area of Oneida, NY, demonstrating strategic planning, analytical, and decision-making skills to prioritize projects and initiatives for the community's benefit.
- Played an integral role in the implementation of the Strategic Investment Plan for the Downtown Revitalization Initiative, leveraging expertise in urban planning, economic development, and community engagement to evaluate and facilitate the successful execution of projects aimed at enhancing infrastructure, promoting economic growth, and fostering a vibrant and sustainable downtown environment in Oneida, NY.

Publicity Chair**Oneida City School District Foundation**, Oneida, N.Y.

July 2023 - Present

- Direct all publicity efforts for fundraising initiatives of the Oneida City School District Foundation, effectively communicate the organization's mission, goals, and impact to diverse stakeholders through various channels, including social media, press releases, and community events.
- Implement strategic publicity campaigns to promote fundraising events and initiatives, leveraging exceptional communication and marketing skills to increase awareness, engagement, and support for the Foundation's endeavors within the community and beyond.

Board of Directors**Greater Oneida Chamber of Commerce**, Oneida, N.Y.

Feb 2019- Feb 2024

- Actively represented and supported local businesses in the Oneida community as a dedicated member of the Board of Directors at the Greater Oneida Chamber of Commerce, advocating for their interests, addressing challenges, and fostering collaborative initiatives to promote growth and prosperity.

Marketing Committee Chair**United Way of Madison County**, Oneida, N.Y.

Feb 2020 - Feb 2024

- Directed marketing efforts for the United Way of Madison County, playing a pivotal role in funding local nonprofit organizations dedicated to enhancing the health, education, and financial stability of residents in Madison County.
- Provided leadership and support during the merger and reorganization of the United Way of Madison County, collaborated with committee members and key stakeholders to navigate challenges, streamline processes, and enhance the effectiveness and impact of the organization's mission.

Publicity Chair/Founding Member**Long Term Recovery Group**, Oneida, N.Y.

June 2013-June 2014

- Collaborated with local officials to establish the Oneida Long Term Recovery Group in the wake of the 2013 Flood, providing expert consultation and guidance on the setup and operation of the group aimed at coordinating information and resources from diverse stakeholders, including FEMA, NYS government, and local NGOs.
- Utilized strategic planning and advisory skills to ensure effective communication, collaboration, and coordination among all parties involved in long-term recovery efforts.

Leadership Team Member**Red Bird Mission Team**, Oneida, N.Y.

1997-2014

- Spearheaded the development and execution of fundraising initiatives for the Red Bird Mission, leveraging strategic planning and innovative approaches to secure financial resources in support of the organization's mission to serve underserved communities in Beverly, KY. Implemented successful campaigns to generate donations, sponsorships, and grants, resulting in increased funding for charitable programs and services.
- Managed a dedicated corps of 30+ volunteers for charitable homebuilding efforts in Beverly, KY, coordinated logistics, assigned tasks, and ensured the successful completion of week-long projects.

PROFESSIONAL CERTIFICATIONS

National Incident Management System (NIMS)

- ICS-300: Intermediate Incident Command System (ICS) for Expanding Incidents, ICS-400: Advanced ICS for Command and General Staff, IS-00029: Public Information Officer Awareness, IS-00702: NIMS Public Information Systems, IS-00800: National Response Framework, ICS-200: ICS for Single Resources and Initial Action Incident, IS-00042: Social Media in Emergency Management, ICS-100: Introduction to Incident Command System

National Wildfire Coordinating Group (NWCG)

- NWCG S212 Wildland Fire Chainsaws and Storm Debris Removal

Wisconsin Dairy Farmers

- Cheese State Scholar Program

AWARDS/PROFESSIONAL RECOGNITION

New Business of the Year, Greater Oneida Chamber of Commerce 2024**40-Under-40**, CNY Business Journal, 2023**Empire Award**, NYS Senate, 2020**Woman of the Year**, CNY Woman Magazine, 2020**Member of the Month**, Greater Oneida Chamber of Commerce, December 2019**Emerging Leader**, Small Business Administration, 2019**GSD Award**, Team Rubicon, 2017