
OVERVIEW

- + **Unique skill:** translating business process needs into effective solutions, building measurable features to solve pressing problems, communicating across and within teams to drive long-term initiatives
- + **Turns ideas into reality:** clarifies needs, develops plans, tests assumptions, implements production
- + **Drives progress:** understands goals, leads efforts, tracks schedules, explains documents
- + **Manages teams:** builds cohesion around a shared goal, breaks down process, drives delivery

DIGITAL EXPERIENCE

Director of Digital Products, Green America (Washington, DC) June 2016 - present

Consolidates all existing websites and builds out a new platform to manage the organization's digital properties, including quarterly magazine, print publications, a national network of green businesses, and several content-focused sites (\$215k Drupal 8, 16% increase in direct visits, 80% increase in referral visits, 39% increase in email signups, 110k monthly users)

- Leads in-house ongoing web needs, with access to and oversight of external contractors
- Works with staff to maximize SEO and stakeholder engagement
- Synthesizes needs & requirements from internal/external stakeholders into cohesive product roadmap
- Ensures that internal stakeholders have support to successfully learn and use digital technologies
- Responsible for budgeting for technology needs as well as tracking expenses to budget
- Manages external resources and timelines to balance requirements against ROI
- Pulls together input from users, executive leadership, staff with content expertise, and online communications team, and turns these into a thoughtful and coherent vision and strategy for digital
- DevOps, Database structure, Data Import, Security, Site Reliability

Drupal 8, Agile, Salsa, Raiser's Edge, Charity Engine, Wordpress, ActOn, Joomla, Google Sheets/Analytics/Maps, Pantheon, Git, Sublime, HTTPS, PCI Compliance

Lead Software Engineer (Consultant), GIST Network (Washington, DC) January 2016 - May 2018

Identified and specified all architecture and technical features for a redesigned platform to support international entrepreneurship, funded by the U.S. Department of State (\$560k Drupal 7, 8000+ users)

- Worked with former providers to identify and specify unified fields from a legacy platform to Drupal 7
- Specified architecture and implementation for competition, competition entries, bootcamp participants, events, pages, resources, organizations, and informational posts
- Documented and assigned user roles and permissions
- Set scrum goals and led development
- Provided feedback and guidance to 6-person engineering team during buildout
- Worked with both the end client and the development team to deploy redesigned site
- DevOps, Systems Administration, Database structure, Program Management, Product Management

Drupal 7, Agile, ActiveCollab, Balsamiq, Pantheon, Acquia, Git, SFTP, Sublime

Product Team Lead, Ashoka Changemakers (Arlington, VA) February 2014 - December 2016

Led team for redesign and refactoring of a Drupal 7 site, implemented scrum for 3-person team, supported 40+ coordinators, managers, operations, & exec. leaders (\$180k Drupal 7, 85k monthly users)

- Identified functional specifications, evaluated potential solutions, installed/wireframed/themed site
- Views, content types, reports, documentation, and training for multiple levels of users

Firebug, Analytics, Slack, Jira/Fisheye, Confluence, SequelPro, drush, Sublime, Git, TeamworkPM, Skype, Hangouts, PHP/MySQL, Google Drive, UXPin, LucidChart, Salesforce, Pantheon, Trello, Assembla, localization/translation

Project Manager, Web Developer 10K Webdesign (HI and CA) July 2004 - January 2014

Lead developer, producer, coder, liaison, manager on 240+ website redesigns and new digital product launches for clients like SOCCOM Princeton (research group, \$23m 5-year budget), Castro Valley Sanitary District (government, \$11m annual budget), West Contra Costa Integrated Waste Management Authority (public agency \$4.5m annual budget)

- Client-facing manager: Identified process, developed standard operating procedures, created workflow
- Full stack Drupal developer: produced all database architecture, code, installation, build out, themeing
- Managed project milestones, kept contractors and overall team on track, ran scrums
- Worked with clients to determine business process and needs, scoped projects, deliverables, specs
- Organized DrupalCamp Hawaii 2011

Twilio, Rundexter, LAMP stack, Cloudflare, ApacheSolr, Acquia, Views, Panels, Entity, EntityReference, Bootstrap, CKEditor, Media, Calendar, GMap, Location, Feeds, Chaos Tools, Token, Pathauto, Webform, jQuery Update, Google Analytics, Rules, Features, Context, Integrations: Firebug, Analytics, Slack, Jira/Fisheye, Confluence, SequelPro, drush, Sublime, Git, TeamworkPM, Skype, Hangouts, PHP/mysql, Google Drive, UXPin, LucidChart, Salesforce Integrations, Pantheon, Trello, Assembla, localization, Open Graph (FB Login, OneAllSocial), Twitter API, MailChimp, Salesforce, Wild Apricot, Google Maps API, Analytics, PCI, Authorize.net, PayPal, SSL, AJAX, JQuery, PEAR, AddThis, CK Editor, TinyMCE, Vimeo, YouTube, vCard, Sitemaps, RSS, Google, Amazon Catalog Search, Wordpress, Joomla, ActOn, Charity Engine, Raiser's Edge, Salsa, HTML/CSS, agile/scrum method

OTHER EXPERIENCE

Advisor, MAAN Softwares (January 2017)

Early collaborator and advisor to 30-person offshore web design and development team

Founder, A Successful Woman (San Diego, September 2006, acquired February 2012)

Created and wrote for revenue-generating blog 10,000 users/month

Policy Analyst, JMPT Consulting Inc. (San Francisco, August 2001 - July 2004)

Managed 18-month outcomes-based evaluation, strategic planning, and technology project for San Francisco County Department of Children, Youth, & Their Families with 100+ community organizations, 35 subcontractors, 3 partners, frequent reporting to stakeholders

Program Coordinator, World Trek for Service and Education (September 1999 - June 2001)

Travelled to 35+ countries developing K-12 educational curriculum for e-learning blog

COMMUNITY INVOLVEMENT

Female Founders Network, networking group (2015-present), 800+ participants, 7200+ FB Community

Girl Scouts Troop Leader (2013-present), background-checked volunteer, led 5 troops, Grades K-5

STEM Daisies, Increasing STEM women's visibility through videos (2014-present)

Parent Teacher Student Association, Mesa Verde Middle School (2012-2014, V.P. Programs 2012)

Governing Board & Interim Executive Director, Asian Pacific Americans for Progress (2004-2005)

EDUCATION

B.S. Environmental Systems Technology, Dept. of Agricultural & Biological Engineering, Cornell Univ.