

OVERVIEW

- + **Mission:** to build community, foster connectedness, & use my tech skills to create a better world
 - + **Unique skill:** translating business process needs into effective solutions, building solutions to solve pressing problems, communicating with teams to drive long-term initiatives
 - + **Turns ideas into reality:** clarifies needs, develops plans, tests assumptions, implements production
 - + **Drives progress:** understands goals, coordinates 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 build new platforms to manage the organization's digital properties, including quarterly magazine, several print publications, and a national network of green businesses, 90k monthly users

- In-house developer for ongoing web needs, with access to and oversight of external contractors
- Work 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

Lead Software Engineer, GIST Network

January 2016 - present

As a technical consultant, I am responsible for identifying and specifying architecture and technical specifications for a redesigned platform to support international entrepreneurship, funded by the United States Department of State.

- Work with former providers to identify and specify unified fields from a legacy platform to Drupal 7
- Specify content types including competition, competition entries, bootcamp participants, events, pages, resources, organizations, and informational posts
- Document and assign specified user roles and permissions
- Set scrum goals and lead development
- Provide feedback and guidance to the engineering team during buildout
- Worked with both the end client and the development team to deploy a working redesigned site and new features inside a tight timeframe

Managing Director, 10K Webdesign

Hawaii & California, July 2004 - present

Lead developer, producer, coder, liaison on 240+ websites 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) - and other membership groups and startups)

- 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

Product Team Lead, Drupal Web Developer, Ashoka Changemakers
Arlington, VA, February 2014 - December 2016

Participated and led team that delivered a redesign and refactoring of a Drupal 7 site, implemented scrum to roll out feature requests for changemakers.com, team of 3 engineers supported ~40 coordinators, managers, operations, & executive leaders; 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

OTHER EXPERIENCE

Founder, A Successful Woman (September 2006): Blog 10,000 users/month, sold in 2012

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, supported 100+ community-based organizations, 35 subcontractors, 3 partners

Mentor, Access to Software for All People, Berkeley (December 2000 - June 2001)

Mentored Berkeley High School students to create websites for local organizations

Multimedia Software Developer, Opus Technologies, San Diego (January 1996 - August 1998)

Designed, developed, edited, did QA, and wrote documentation for SBIR Phase I and II Braille projects
Created musical examples using MIDI files and created WinHelp clickable digital books: New International Manual of Braille Music Notation, How to Read Braille Music, and Primer of Braille Music

COMMUNITY INVOLVEMENT

Girl Scouts Troop Leader

Troop 60068 Arlington (2017-2018)

Troop 4163 Arlington (2016-2017)

Troop 428 Arlington (2014-2015)

Troop 1307 San Diego CA (2013-2014)

Female Founders, group for discussion and networking (2015-)

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

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

Board Member, Kilohana School Community Organization (2009-2011, Parent Rep 2011-2012)

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

VOLUNTEER WORK

Environmental Educator, Slide Ranch, Marin County (August 1995 - December 1995)

Community Health Worker, Los Angeles Free Clinic now Saban Clinic (August 1994 - August 1995)

Emergency Room Volunteer, Cedars-Sinai Hospital, Saturday nights, triage department (1994-1995)

Pianist, Cornell University (1990-1994)

PERSONAL DETAILS

B.S. Environmental Systems Technology, Dept. of Ag. & Bio. Engineering, Cornell University (1994)

Marathoner ~ Musician ~ Lifelong learner ~ Collaborative and effective ~ Practices kindness

Passionate about making a positive difference