

Ana Willem

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404.524.0351

Atlanta, GA

OBJECTIVE

To establish a lasting relationship with an innovative and energetic organization working to better engage it's mission and goals.

SKILL-SET

Project Management

7 years of continuous experience managing projects over distributed and local teams
Delivering projects on budget and on time
Outcomes report writing and communication with clients and stakeholders
Strategic planning and organization for resource maximization and program development

Web / Database

5 Years experience with full life-cycle custom software development
CMS/CRM implementation and configuration
Database Architecture, ERD, and data-model design and development
5 years experience with SQL and MySQL database design, creation and querying
Experience with Oracle, Access, Filemaker, BlackBaud, ACT!, and other platforms

Design

15 years publications and print design
10 years furniture, musical instrument and product design
2 years web design experience: HTML, CSS, javascript

EXPERIENCE

Because most of my work with non-profits has been project focussed, the scope of my employment typically lasted for the duration of the project research and implementation.

DBA | Atlanta Taskforce for the Homeless | 2007 - current

Developed strategy for outcomes reporting for grants and development
Redesigned and generated layouts for custom database
Created technical training brochure for clients

Community Liaison | Charis Circle Board of Directors | current

Lead the development of strategic planning for resource gathering and maximization

Project Manager | ifPeople | 2007 - 2008

Managed custom website and software development
Oversaw development team of 5-10
Trained clients on open source CMS tool (plone)

Tech Project Manager | US Social Forum | 2006 - 2007

Managed information and communications technology for US Social Forum
Served as technical liaison for National Planning Committee
Configured website and designed registration, proposal submittal, and logistics systems

Database Specialist | Institute of American Indian Arts | 2006 - 2007

Created field maps and optimized/scrubbed data for conversion
Managed conversion from legacy database to Oracle database
Oversaw and implemented training program for faculty and staff
Managed budget of \$250,000

Strategic Lead | Wise Fool New Mexico Board of Directors | 2006-2007

Developed strategic plans for organizational development, business, and fund raising

Information Systems Designer | Bioneers | 2004 - 2006

Designed development business processes and created reports for donors
Gathered requirements and streamlined database architecture/model
Oversaw database conversion and implemented bridging of drupal CMS with CiviCRM
Designed website

Assistant Dean | EcoVersity | 2002 - 2004

Assisted in design of curriculum
Wrote class curriculum and copy for marketing materials
Participated in strategic master planning process

Entrepreneur | 1997 - 2008

Managed personal freelance business

EDUCATION

Rhode Island School of Design | BFA Industrial Design | 1999-2002

United States Social Forum

Ana Willem is the consummate professional. She has a deep knowledge of her field, is a tireless worker, loves to solve problems, and is great at customer service. Ana knows how to break down the most complex technical problem in a way that a novice can understand. The training manual she created for our organizations was phenomenal and allowed staff and volunteers to participate in updating our website in order to keep information current.

I highly recommend Ana to anyone who wants to hire the best web technician available with the added ability to talk to non-techies in everyday language they can understand.

Alice Lovelace

Lead Staff Organizer
United States Social Forum
alovelace@mindspring.com

Bioneers

Working with Ana was a great pleasure: her intelligence, rapid learning and appreciation of complex challenges coupled with her flexibility and creativity in approaching problem-solving were all a particular boon.

She approaches work with a can-do attitude, and is knowledgeable about options and focused in her implementation. She consistently gave her best to her work with us, and was a delight to work with along the way.

Nina Simons

President and Co-Founder
Bioneers
nina@bioneers.org

Institute for American Indian Arts

Ana managed a \$250,000 project from start to finish. She managed and completed all aspects of the project, and was the main contact between the Institute and the software developers. Without Ana's knowledge of database structure we would not have completed this very large project on time. Ana was the key person that made this a successful project. In the year that Ana worked at the Institute I was completely satisfied with her work. She is a very diligent worker, a conscientious worker, and a very organized person. If it were not for these qualities we would not have had the success that we did.

Anthony J. Coca

Information Systems Director
Institute of American Indian Arts
acoca@iaia.edu

Atlanta Taskforce for the Homeless

Working with Ana is a delightful and awe-inspiring experience. Her sharp intelligence, coupled with her merry wit, engages and stuns us every day. I have never known anyone more willing to work at any time, in any situation, to get the job done. She is persistent, but gentle, tenacious, but understanding of others who are less committed, and absolutely full of integrity. I would trust her with any task, to know it, to improve it and to complete it with joy.

Anita Beaty

Executive Director and Founder
Metro Atlanta Taskforce for the Homeless
Anitalawbeaty@aol.com

Registration Team: USSF

I worked with Ana Willem on the registration team for the first ever United States Social Forum in Atlanta, Georgia in 2007. Ana served as the technical liaison to the registration team, developing and coordinating the a registration system that ultimately served over 10,000 people. She also implemented a range of complicated requirements for the entire team and provided on the ground support and troubleshooting during the registration process itself.

Ana was an excellent person to work with, providing expertise and skill to a large group of people--including staff and volunteers--with a wide range of technological background and knowledge. She helped to create a database that was accessible, intuitive, and that functioned wonderfully in a highly stressful environment. Thinking back on the challenges of that work and context, I am so grateful for Ana's experience, knowledge, patience and incredible hard work and commitment. I highly recommend Ana to any individual or organization looking for someone with commitment, creativity and expertise!

Christina Repoley

Peace Education Coordinator
American Friends Service Committee
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