

# Meredith McGee

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## EXECUTIVE SUMMARY

Development and Public Health leader with a proven record of securing over \$1 million in competitive grants for health education and community impact. Expert in establishing a long-term grants program vision and executing full-cycle grant management, from prospecting to compliance and reporting. Excels at cross-functional collaboration, serving as the strategic bridge between creative teams and philanthropic partners to develop initiatives that advance health equity and expand access to knowledge.

## EDUCATION

**Yale School of Public Health**, New Haven, CT

Master of Public Health (MPH), Social and Behavioral Sciences

Thesis: *Joint Realities: Prevalence, Frequency, and Modality of Cannabis Use by Sexual Identity in a Multi-State Sample*

**Lafayette College**, Easton, PA

Bachelor of Arts, Honors in History; Bachelor of Science, Biology

Thesis: *Three Worlds Collide: An Exploration into the Development of Lesbian Pornography in the Late 20th Century*

## EXPERIENCE

**Bradbury-Sullivan LGBT Community Center**, Allentown, PA

**Jun 2023-Present**

*Grants and Funding Specialist*

- Built and managed a diversified grant portfolio, securing over \$1M in foundation and corporate support through strategic prospecting, relationship cultivation, and tailored proposal development.
- Developed long-term funder relationships through consistent stewardship communications, impact reporting, and coordinated site visits and engagement events.
- Collaborated with program teams early in project development to establish fundable initiatives, aligning creative vision with funder priorities and organizational capacity.
- Led full grant cycle management, including prospect research, proposal writing, budget development, compliance tracking, and outcome reporting to ensure deliverables met funder requirements.
- Established workflows and check-ins with cross-functional teams to track grant deliverables, monitor spending, and ensure programmatic alignment with funding commitments.

**Parabola Center**, Malden, MA

**July 2024-Present**

*Public Health Research Fellow, Parabola Leader*

- Developed and executed educational content strategy, translating complex cannabis policy research into accessible reports, webinars, and social media content for diverse public audiences.
- Collaborated with researchers and subject matter experts to distill scientific concepts into compelling narratives that engage cross-sector stakeholders, including public health professionals and community advocates.
- Designed and led a community-facing research initiative from concept to execution, including securing IRB approval, coordinating implementation, and communicating findings to public audiences.
- Built strategic partnerships with organizations and experts to expand the reach and credibility of educational programming focused on health equity and policy reform.

**Yale LGBTQ Mental Health Initiative**, New Haven, CT

**Nov 2023-Aug 2025**

*Graduate Research Assistant*

- Developed and executed multi-channel outreach strategy for NIH-funded research, including a podcast campaign that generated 50+ participant inquiries and expanded public awareness of LGBTQ+ mental health research.
- Created compelling outreach materials that translated complex research concepts into accessible messaging, successfully enrolling 100+ participants through national campaigns and strategic partnerships.
- Managed data systems and conducted analysis to track recruitment progress, evaluate campaign effectiveness, and inform ongoing strategy adjustments.

**Yale School of Public Health**, New Haven, CT

**Jan 2025-May 2025**

*Teaching Fellow, LGBTQ+ Population Health*

- Supported graduate-level course instruction under leading LGBTQ+ mental health researcher, facilitating discussions on health disparities, structural stigma, and policy solutions.
- Provided detailed feedback on student work, emphasizing clarity, evidence-based argumentation, and effective communication of complex public health concepts.

*Applied Practice Experience Evaluation Specialist*

- Led full-cycle program evaluations for public health initiatives, including study design, stakeholder interviews, focus groups, data analysis, and reporting.
- Translated evaluation findings into actionable recommendations through comprehensive reports tailored for decision-makers and program leadership.

## **SELECTED PROFESSIONAL DEVELOPMENT**

**Pennsylvania LGBTQIA Health Summit (2025)**

Served as panelist on the funding landscape for LGBTQ+ nonprofits, sharing practical strategies for aligning organizational mission with philanthropic priorities and translating programmatic impact into compelling narratives that resonate with funders and advance long-term partnerships.

**American Public Health Association (APHA) Annual Meeting (2024)**

Presented original research analyzing the marketing and regulatory oversight of hemp-derived THC products, examining how misleading health claims and policy gaps create public health risks. Translated complex regulatory analysis into an accessible presentation for a diverse professional audience.

**Yale Health Center Advocacy Initiative (2024)**

Led community assessment to identify systemic barriers to healthcare access. Designed survey instrument, analyzed qualitative and quantitative findings, and authored comprehensive report with actionable recommendations. Presented findings to executive leadership to advocate for policy and practice improvements.

**Yale Center for Interdisciplinary Research on AIDS (2024) HIV Equity and Social Justice Fellow**

Led community capacity needs assessment of LGBTQ+ organizations, identifying organizational strengths, resource gaps, and partnership opportunities. Synthesized findings into a community report that informed strategic resource allocation and strengthened community-academic collaborations.

**EduExplora (2024)**

Developed and taught Foundations and Frontiers of Genetics: Bridging Biology and Ethics, an intensive science course for international high school students. Translated complex genetic concepts, CRISPR technology, and bioethical questions into an accessible, engaging curriculum using debates, simulations, and real-world case studies to build scientific literacy and critical thinking across language and cultural barriers.

## **TECHNICAL SKILLS**

**Grant & Development Management:** Salesforce (CRM/donor database), Microsoft Excel (advanced functions, pivot tables, budget tracking), Asana, Monday.com; experienced in prospect research, pipeline management, funder stewardship, and cross-functional project coordination.

**Writing & Communication:** Grant proposals, letters of inquiry, impact reports, stewardship communications, policy briefs, and pitch decks; skilled at translating complex program goals into compelling, funder-aligned narratives.

**Funder Stewardship & Relationship Management:** Skilled in cultivating and maintaining long-term philanthropic partnerships through strategic communications, customized impact reporting, site visit coordination, and recognition strategies that deepen funder engagement and position organizations for multi-year commitments and increased support.

**Data Analysis & Evaluation:** Proficient in R (tidyverse, ggplot2), Qualtrics, REDCap; experienced with survey design, mixed-methods evaluation, focus group facilitation, and grant impact assessment.

**Reporting & Visualization:** Development of data reports, visual summaries, and stakeholder-facing presentations tailored for fundraising, public health, and policy audiences.

**Software & Design:** Advanced in Canva for visual design and presentations; proficient in Microsoft Office Suite and Google Workspace (Docs, Sheets, Slides, Forms).

**Collaboration & Remote Tools:** Experienced with Google Workspace, Microsoft Office Suite, Zoom, and Google Meet for team coordination, virtual funder meetings, and cross-functional collaboration.

## **CERTIFICATIONS**

**Advanced Grant Writing**, Nonprofit Times

**Best Practices for Social and Behavioral Clinical Research**, CITI Program

**Human Subjects Research Training**, CITI Program