

EDUCATION

1997

Trinity University

San Antonio, Texas

MS Urban Administration
Brackenridge Fellowship

1981

Incarnate Word College

San Antonio, Texas

BS Psychology Minor-Dance
Full Academic Scholarship

PROFESSIONAL

2004 – present

Greater Edwards Aquifer Alliance San Antonio, Texas

Executive Director

12/2004 – present

Responsible for all aspects of administrative operations for non-profit environmental education and advocacy program. Supervises staff and coordinates activities of 51 member organizations within 21 county area of Texas related to implementation and advocacy of the Edwards Aquifer Protection Plan. Prepares and implements budget. Responsible for public relations, advocacy, fundraising, development, and membership recruitment, communications, training and support. Works cooperatively with the Board of Directors, member organizations, and other interest groups to ensure the long term security and development of this organization and its mission. Registered lobbyist with the State of Texas, works with member organizations to devise and promote legislative agenda.

Development & Outreach Coordinator

7/2004 – 11/2004

Responsible for securing grants from foundations and corporations, and donations from businesses and individuals. Responsible for recruiting new member organizations and facilitating communications within the organization to all member groups.

2001-2004

Carver Community Cultural Center

Director of Development

Identified opportunities for funding operational and programming needs, and an ambitious capital campaign. Wrote grant applications and proposals. Worked with major donors to create opportunities for sponsorships. Supervised staff and contracted grant writers. Worked with program staff to create, implement and evaluate programs. Initiated and

managed individual giving campaigns, special events, donor relations and gifts from individuals.

2000-2001

Youth Orchestras of San Antonio

Executive Director/General Manager

Responsible for all aspects of administrative operations for non-profit orchestral education and performance program. Supervised a staff of five employees. Prepared and implemented budget. Responsible for fundraising and development. Worked cooperatively with the Board of Directors, Parents' Auxiliary, and Music Director to ensure the long term security and development of this organization.

1998-2000

Office of Cultural Affairs City of San Antonio, Texas

Public Information Officer, Marketing & Audience Development

12/99- 4/00

Enhanced marketing and audience development opportunities for local arts and cultural institutions. Published *ArteSANía* newsletter. Compiled monthly calendar of arts events. Developed and updated web page. Assisted in research and development of advertising campaign for cultural tourism project. Coordinated efforts of arts agencies for trade fairs and other events. Monitored San Antonio Art in Education Task Force, San Antonio Cultural Alliance.

Administrative Assistant II, Marketing & Audience Development

10/98-12/99

Assisted in administration of Cultural Tourism Partnership Program. Assisted in research & development of Cultural Heritage Tours Program. Assisted in development of Community Arts Program. Monitored and coordinated activities related to Community Revitalization Action Group, economic development, and community and neighborhood planning activities.

Special Projects Coordinator, Grants Division

4/98- 10/98

Responsible for monitoring, research, and analysis of city grant funded arts programs. Developed and administered Visitor Incentive Program. Developed special project activities related to neighborhood audience development.

1996-1997

Administrative Aide to Councilman Bob Ross

San Antonio, Texas

Assisted in planning Leon Creek Greenbelt and new parks. Monitored Citizens' Committee for Water Policy and Planning, Blue Ribbon Air Quality Panel, Drainage Committee, and flood control projects. Researched and wrote proposals, legislation, correspondence, position papers. Publicity and press for projects, and for Councilman Ross.

1993-1997

Aquifer Guardians in Urban Areas, (AGUA) San Antonio, Texas

1994 -1996

Co-chair, Spokesperson

1994-1997

Lobbyist, Publicity, and Public Relations

Responsible for recruiting and communication with thirty-two member groups. Lobbied elected officials. Wrote position papers, speeches, grants and proposals. Coordinated legislative agenda with city, county and state agencies, members, and other interest groups. Participated in formulation of policy and proposed legislation. Responsible for publicity and public relations, and fundraising.

1981-1982

Learning Instructors' Guild Tokyo, Japan

Taught written and conversational English to adults, children, and corporate classes.

1981-1982

Shimotsuma Transfer Technology Tokyo, Japan

Consultant for translation of business communications and technical documents.

S E L F - E M P L O Y M E N T

2001 – 2004

Grant Writer and Development Consultant

On retainer and per contract basis.

1995-1998

Consultant/Facilitator parks and planning

On retainer and per contract basis.

1992-2000

Public Relations, Press, and Technical Writing

On retainer and per contract basis.

1982-1991

Property Management/Contractor

San Antonio, Texas

Leasing and maintenance for thirteen rental properties. Executed, and contracted for, repairs and renovations.

1982- 1988

Dance Studio

San Antonio, Texas

Taught jazz dance classes for adults and children. Choreographed and rehearsed student recitals. Contracted for same for individual clients and musical theater. Related administrative duties.

VOLUNTEER

2017 – present
San Antonio River Authority Environmental Advisory Committee

2017 – present
Our Lady of the Lake University Political Science Advisory Council

2014 - present
San Antonio Water System Development Task Force

2011 – present
Imagine San Antonio
Board of Directors

1998 – present
League of Women Voters of the San Antonio
2005-2009
Board of Directors, Environmental Chair
2017 – present
Board of Directors

2004 – 2010
Happy Foundation
Board of Directors

2002 – 2007
Aquifer Guardians in Urban Areas
Vice President

2000 – present
Clean Campaign
Board of Directors

2001-2002
Smart Growth-San Antonio
Spokesperson
Steering Committee
Chair-Press and Publicity

1997-present
**American Planning Association,
San Antonio Section**
1998-1999
Program subcommittee

1996-2002
Kelly AFB Restoration Advisory Board
Technical and Administrative Subcommittees
1997-1998
Community Co-chair

1994-1998

City of San Antonio Open Space Advisory Board

Representative from District 2

Worked on linear watershed park systems, integrating GIS systems of local government agencies, land acquisition incentives and funding mechanisms.

1994-1998

Salado Nature Trail Project

Project Coordinator, Publicity and Press Agent.

1996-1997

City of San Antonio Salado Open Space Corridor Study Group

Representative of Salado Nature Trail Project

1987-2000

San Antonio Environmental Coalition and Network

Representative from Regional Clean Air and Water Association

1987-present

Regional Clean Air and Water Association

1987 -1990

President

Coordinated group sponsored programs, debates and forums on pertinent issues. Served as spokesperson, lobbyist and publicity agent. Conducted political and educational campaigns and coalition building.

1996

American Institute of Architects Design Charrette

Team Central member

1995

Trans-Texas Program of the San Antonio River Authority

Trans-Texas Advisory Board member

1994

City of San Antonio Water Quality Task Force

AGUA Representative

Underground Storage Tank and Impervious Cover

Subcommittees

1990 -1993

Aquifer Preservation Trust/Government Canyon Coalition

1991 -1992

Recording Secretary

Researched holdings of the Resolution Trust Corporation to locate land on the Edwards Recharge Zone available for acquisition. Inspected sites and selected suitable prospects. Lobbied RTC, and state and local elected officials.

1983 -1991

Aquifer Protection Association

1989 -1991

Vice President

Initiated and coordinated events and fund-raisers. Produced print advertising for campaigns. Alternate spokesperson.

1985 -present

Alamo Group of the Sierra Club

1985 -1989

Conservation Committee

1987 -1989

Water Committee, 1986 Chair

Attended national conferences and training seminars. Participated in formulation of policy in accordance with national Sierra Club policy. Organized programs, activities, press events to educate public. Conducted political campaigns and coordinated efforts with other state and local interest groups.

P R O F E S S I O N A L & T E C H N I C A L C E R T I F I C A T I O N

1999

Certified Professional Tour Guide San Antonio, Texas

Met criteria of the Tour Guide Training and Certification Course of the Professional Tour Guide Association of San Antonio.

P R O F E S S I O N A L A F F I L I A T I O N S

Association of Professional Fundraisers

American Planners' Association

Lobbyist – Registered with the State of Texas

P R O F E S S I O N A L P R E S E N T A T I O N S

Selected for participation in the Partnering for Stronger Communities Grants Program, a program of the Bureau of Educational and Cultural Affairs (ECA) of the United States Department of State and implemented by IREX (International Research & Exchanges Board).

REFERENCES

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