

SUMMARY OF QUALIFICATIONS

- ❖ Experienced trainer and educator
- ❖ 30 years in nonprofit leadership positions
- ❖ Excellent communication and facilitation skills
- ❖ Strong organizational skills
- ❖ Supervisory experience, including hiring, assessment, and developing policy
- ❖ Confident public speaker
- ❖ Strategic problem-solver

EDUCATION

Executive M.B.A. with Honors, St. Mary's College of California, Moraga, CA, September 2008

M.A., Art Therapy, Lesley College, Cambridge, MA, May 1986

Thesis: Opening Doors: A Key to Communication with Adolescents

B.F.A., Theater, Wright State University, Dayton, OH, June 1982

CURRENT EMPLOYMENT

2009 *Lecturer & Adjunct Asst. Professor, School of Economics and Business*

to present *Administration at St. Mary's College of California*

Managing and Leading in Organizations (Bus Ad 131), 17 sections (SP14 through SP18); Jan Term (2016 & 2019) "Doing Well While Doing Good, Careers in Nonprofits;" GMAN 702 (2016 & 2017) Management Communication and GMAN 501 (SP 2017) Managing and Leading in Contemporary Organizations. Weekend seminars for Professional MBA students, and substitute teacher for MBA Strategy Capstone.

1997 *Consultant/Principal, Sequoia Consulting Associates, LLC (was Second Wind Consulting prior to May 2012)*

Nonprofit Management Consulting, Board Development, Retreat Facilitation, and Executive Transition Management. Clients include: The Water Foundation, Cabrillo Education Foundation, The HEAL Project, Child Abuse Council of Contra Costa County, Crocker Art Museum, Sonrisas Community Dental Center, Legal Assistance for Seniors, Marin Theatre Company, and Youth ALIVE. A more comprehensive client list can be found on my LinkedIn Profile:

<http://www.linkedin.com/in/maryvradelis>. Accomplishments include:

- Management Coaching
- Strategic Plan Development
- Staff & Board Retreat Facilitation
- Board Development – Recruitment materials and plans, orientation, training
- Interim Executive Director for 9 organizations (2006-2016)

PREVIOUS EMPLOYMENT

2006 *Development Manager, Quinn Associates, San Francisco, CA*

Consulting firm providing professional fundraising, public relations, and strategic planning to small and mid-sized nonprofits.

- Managed ongoing fundraising and strategic planning for 15 clients, including: prospect research, evaluation, grant writing and submission, and reporting.
- Supervised Development Associates.

1998 ***Executive Director, California Poets in the Schools, San Francisco, CA***
-2005 *Statewide educational nonprofit program that placed poets in classrooms and served over 30,000 K-12 students each year.*

- Streamlined poet recruitment and monitoring systems for 180 poets statewide.
- Expanded number of students served by 55% in seven years.
- Planned annual education conference for an average of 75 attendees.
- Initiated first direct mail campaign, a public relations effort, and an annual fundraiser, which raised \$100,000 from individual donors.
- Coordinated 3-year evaluation and outcomes assessment project.
- Led Board in strategic planning process.

1989 ***Executive Director, Back on Track Tutoring, San Francisco, CA***
-1998 *A nonprofit, after-school tutoring program founded by a collaboration of Temple Emanu-El and the Third Baptist Church.*

- Collaborated with community organizations to provide comprehensive youth services.
- Created materials to recruit, screen and train 700 volunteer tutors.
- Managed staff of 7.
- Developed personnel policies, job descriptions and hiring procedures.
- Wrote grant proposals for government, corporate, and private foundations.
- Introduced evaluation process for students and volunteer tutors
- Partnered with UCSF, UC Berkeley, and SF Performances to provide special enrichment programs for students.

1989 ***Instructor, Active Learning, Corte Madera, CA***
-1992 *A professional educational program to develop learning skills and increase self-esteem of middle, high school and college students (summers with academic-year follow-up).*

RECENT PUBLICATIONS AND RESEARCH

"Listening and Engaging to Lead Responsibly," with co-author Jyoti Bachani, Chapter 2 in *Beyond the Bottom Line: Integrating Sustainability into Business and Management Practice.* (March 2017)

Strategy Making in Nonprofit Organization: A Model and Case Studies, a book co-authored with Jyoti Bachani. Business Expert Press, December 2012.

"Non-Profit Leaders and Listening," with co-author Jyoti Bachani. *Great Lakes Herald,* September 2012, Vol 6, Issue 2 (double-blind peer reviewed).

"Goodwill of San Francisco, San Mateo and Marin Counties," a case study published in *Strategic Management Concepts,* 13th Edition, by Fred David, Prentice Hall.

"TNK-BP: Tread with Caution," with co-authors Gomez-Arias, Asaravala, Bluhm, Li, and Threlkeld. *Journal of International Academy of Case Studies,* Volume 18, Numbers 5 and 6, 2012, (double-blind peer reviewed).

PROFESSIONAL CONFERENCE PRESENTATIONS

- ❖ Co-Presenter, *Leadership Lessons from the Theater,* Academy of Management 2019 Annual Meeting
- ❖ Co-Presenter, *Humanistic Organizing: Using Improvisation for Inclusiveness,* Academy of Management 2019 Annual Meeting
- ❖ Presenter, *Why Don't Your Great Ideas Take Hold? Transition models for consultants,* Alliance for Nonprofit Management 2017 National Conference

- ❖ Co-Developer & Facilitator, *Charting a New Course: Generating and Exploring New Models of Sustaining the Arts*, Theatre Bay Area Conference -2017
- ❖ Co-Facilitator, *Seven Faces of Interim Management*, Alliance for Nonprofit Management 2016 National Conference
- ❖ Co-Facilitator, *Prioritizing Organizational Health: Creating Cross-Disciplinary Approaches to Transitions*, Alliance for Nonprofit Management 2014 National Conference
- ❖ Key-Note Speaker, "Nonprofits Talking Taxes," Nevada County Arts Convergence
- ❖ Presenter, "Lessons for Social Enterprises: Why Business Practices Fail in Nonprofit Organizations," International Conference of The Association on Employment Practices and Principles with co-author Jyoti Bachani, (double-blind peer reviewed)
- ❖ Co-Developer & Facilitator, *Organizational Transparency: Fire Hose or Trickle?* Theatre Bay Area Conference
- ❖ Co-Facilitator, *Prioritizing Organizational Health: Creating Cross-Disciplinary Approaches to Transitions*, Alliance for Nonprofit Management 2014 National Conference
- ❖ Workshop Developer and Leader, *Leadership 1 and 2, Emerging Leaders Program* at the Center for Volunteer & Nonprofit Leadership, Spring 2014, Fall 2014, Spring 2015. (CVNL)
- ❖ Workshop Developer and Leader, *Developing Your Leadership Playbook*, CVNL
- ❖ Co-Facilitator, *Renewal: The Leader's Challenge*, The Shannon Institute for Leadership Development
- ❖ Trainer, "How to Make Board Meetings More Effective," Women's Initiative for Self-Employment, Training for Regional Executive Directors

ADDITIONAL PROFESSIONAL DEVELOPMENT WORKSHOPS

- ❖ Co-Presenter, *Women in the Arts Leadership Forum*, National Arts Marketing, Development & Ticketing Conference, May 2019
- ❖ Trainer, *Leadership Enhancements (Values and Leadership)*, Alameda County Health Care, Workforce Development, March 2017
- ❖ Co-Developer, *Peer-Consultants Evaluation Project*, Nonprofit Consultants Network (NCN), at the Center for Volunteer and Nonprofit Leadership (CVNL)
- ❖ Developer and Co-Facilitator, *Do You Apply Strategic Thinking to Grow Your Own Consulting Practice?* NCN
- ❖ Workshop Developer and Leader, *Strategy Making in Nonprofit Organizations: What Business Tools to Adopt and Avoid*, The Foundation Center
- ❖ Workshop Developer and Leader, *Bridging the Divide: Business Thinking That Works for Nonprofits*, CVNL
- ❖ Coordinator and Presenter, *Models to Help Group Make Strategic Decisions*, NCN
- ❖ Presenter, *Strategy Making in Nonprofit Organizations*, Progressive Consultants Network
- ❖ Key-Note Speaker, "Nonprofits Talking Taxes," Nevada County Arts Convergence
- ❖ Presenter, "Lessons for Social Enterprises: Why Business Practices Fail in Nonprofit Organizations," International Conference of The Association on Employment Practices and Principles with co-author Jyoti Bachani, (double-blind peer reviewed)
- ❖ Trainer, "Helping Clients Think Outside the Box," NCN
- ❖ Facilitator, "Measure Every Grief: Evaluating Creativity in Public Schools," Association of Writers and Writing Programs (AWP), Vancouver, BC
- ❖ Panelist, "The Far Field: Forging Partnerships in the Community," Association of Writers and Writing Programs (AWP), Vancouver, BC
- ❖ Panelist, "Measuring Learning in the Arts: A Network of Assessment Approaches," American Educational Research Association, San Diego, CA
- ❖ Guest, "California Arts Council Budget," KQED, Forum

COMMUNITY LEADERSHIP EXPERIENCE

- ❖ *Affinity Group Co-Chair (2016-2017) & Co-Chair of the Practitioner Engagement Task Force (2015), Alliance for Nonprofit Management, Executive Transition and Leadership Continuity Affinity Group*
- ❖ *Board Member, Julia Morgan Center for the Arts*
- ❖ *Founding Member, Writers in the Schools Alliance*
- ❖ *Treasurer and Advocacy Co-Chair, Arts Providers Alliance of San Francisco*
- ❖ *Board Secretary, California Advocates for the Arts*
- ❖ *Peer Review Panelist, California Arts Council*
- ❖ *Vice President of the Board of Directors, Booker T. Washington Community Service Center*

PROFESSIONAL DEVELOPMENT

- ❖ *Organizational Diagnosis: Building Commitment for Intentional Change, Sam Kaner, Community at Work, San Francisco, 2010*
- ❖ *Dashboard for Nonprofits, Compasspoint, 2009*
- ❖ *Introduction to Theory of Change & TOCO Workshop, Oakland, 2009*
- ❖ *Group Facilitation Skills, Sarah Fisk, Community at Work, San Francisco, 2008*
- ❖ *Interim Executive Director Training, Compasspoint Nonprofit Services, San Francisco, 2008*
- ❖ *Executive Transition Management, Compasspoint Nonprofit Services, San Francisco, 2007*
- ❖ *Shannon Institute for Leadership Development, Wilder Foundation, Minneapolis, 2004*
- ❖ *Professional Development Certificate, National Community Dev. Inst., Oakland, 2002*
- ❖ *Effective Facilitation and Graphic Recording, Grove Consultants Int'l., San Francisco, 2000*

PROFESSIONAL AFFILIATIONS/PROFESSIONAL EXCHANGE

- ❖ *Affiliate Consultant, Center for Volunteer and Nonprofit Leadership*
- ❖ *Leadership Team, Executive Transition Management Affinity Group, Alliance for Nonprofit Management*
- ❖ *Founding Member, Consultants and Coaches for the Arts*
- ❖ *Member, FabFac – Fabulous Facilitators*
- ❖ *Member, Progressive Consultants Network*