

# Dexterity Management Expertise

## Services

<b>Fundraising and Development</b>	Grants, funder reports, white papers, annual reports, appeal letters, press releases, communications materials, conference proceedings.
<b>Staff Management and Training</b>	Meetings, strategic planning, small and large groups for interactive / dynamic learning, individual coaching, facilitation and coalition building.
<b>Operations</b>	Human resources, systems design, space utilization and development, work alignment.
<b>Strategic Planning</b>	Asset mapping, strategic analysis, action planning, implementation, and evaluation.
<b>Communications, Marketing, Branding</b>	Communications, branding and new media strategy and implementation, training, newsletters, appeals, web updates, editorial media design, crisis communications.
<b>Business Continuity</b>	Threat and impact analysis, recovery plan development, testing and continuity exercises.

## Content Expertise

<b>HIV / AIDS</b>	4 years at Metro TeenAIDS working on prevention, care and policy, coalition building, city partnerships and social marketing.
<b>Local Government Management</b>	8 years in partnership with local governments including 5 years providing research, technical assistance at International City County Management Association. Policy support for Big 7
<b>Non profit management</b>	Over 10 years experience working in management, program development, fundraising and strategic planning.
<b>Urban Development Community Planning</b>	Led a White House inter-agency brownfields initiative with 20 federal agencies, states and local governments. Expertise in remediation, finance, risk management, community engagement and environmental justice.
<b>Youth Development</b>	Two years teaching and coaching, 4 years at a youth-serving organization designing and implementing programs
<b>Emergency Planning and Response</b>	As a Hurricanes Katrina responder, Molly managed a team of ten and quickly rose from short-term contractor to special assistant, was asked to return to the disaster to help with longer term transition, for 15 months. Developed business continuity expertise in work with Freddie Mac.
<b>Education reform</b>	Served two years as a teacher and worked with community based education reform organizations on best practice cultivation, policy issues and performance measurements.
<b>DC community</b>	Knowledge of DC neighborhoodss, community groups, funders and government agencies
<b>Cultural Resource Development</b>	Expertise in leveraging arts and cultural resources as community and economic development tools, including music, craft, foodways, faith and other cultural resources. Worked on local, and national levels around community participation, program design, logistics and operations.
<b>Multi-stakeholder engagement</b>	Over ten years experience in coalition building, environmental justice, multi-cultural approaches to planning, conflict resolution and community building.

## Skills

<b>Writing and editing</b>	Grants, funder reports, white papers, annual reports, appeal letters, press releases, communications materials, conference proceedings
<b>Facilitation &amp; Training</b>	Meetings, strategic planning, small and large groups for interactive / dynamic learning
<b>Multi-media</b>	Power point, including video, audio and presentation techniques
<b>Social media</b>	Web, Facebook, Blogging, Twitter strategy and implementation
<b>Research</b>	Policy, best practices, models, interviews and documentation