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 EXPERIENCE
 

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**Ulupono Initiative**

August 2019 – Present

999 Bishop St., Ste. 1201, Honolulu, HI 96813 | ulupono.com

**Director of Communications and Community**

Leads communications and community outreach in support of Ulupono Initiative's commitment to a more sustainable, resilient Hawai'i. This includes working across five key sectors—locally produced food, renewable energy, clean transportation, and better management of freshwater and waste—leveraging strategic public and government relations, advertising, and other strategic communications in advancement of the firm's impact investment, public policy, and social impact goals.

**Anthology Marketing Group**

December 2017 – July 2019

1003 Bishop St., 9<sup>th</sup> Floor, Honolulu, HI 96813 | www.anthologygroup.com**Vice President of Public and Government Affairs**

Recruited to serve as Communications Director and spokesperson on a statewide campaign. Also led public relations teams for Aloha Pacific Federal Credit Union, Kawaiiloa Wind, Transform Hawai'i Government, and Ulupono Initiative; while contributing to various other client campaigns, providing media training, and leading crisis communications response teams, as needed.

**Office of Enterprise Technology Services, State of Hawai'i**

October 2014 – November 2017

1151 Punchbowl St., B-10, Honolulu, HI 96813 | ets.hawaii.gov

**Senior Communications Manager**

Reported directly to the State of Hawai'i Chief Information Officer (CIO) in developing and executing internal and external communications, serving in the dual roles of Public Information Officer and Legislative Coordinator, and acting as the CIO's designee on various boards and commissions. Specific tasks included: media relations, bi-weekly electronic newsletter ("howz.IT"), website and social media maintenance, interdepartmental memorandums and related correspondence, written and oral testimony relating to legislation, policy development, and annual and special report production.

**Office of the Governor, State of Hawai'i**

December 2011 – September 2014

Executive Chambers, Hawai'i State Capitol, Honolulu, HI 96813 | governor.hawaii.gov

**Deputy Director of Communications (2014)****Communications Manager (2011–2013)**

Worked across all state departments and agencies to disseminate information to the people of Hawai'i in an efficient, accurate manner. Primary responsibilities included managing the state's departmental Public Information Officers, including editing/approving news releases and opinion editorials; serving as a Governor's Office media contact, as needed; serving as primary news release writer; writing daily talking points and background memos for the Governor; special event management (including coordination with Scheduling staff); overseeing social and digital media personnel; managing the Governor's office website; working directly with the Office of Boards & Commissions to assist Cabinet members in representing the Governor at monthly Neighborhood Board meetings; and working directly with the Office of Constituent Services, editing/approving correspondence as well as proclamations, special messages, and commendations.

**McNeil Wilson Communications**

November 1999 – December 2011

1001 Bishop St., Suite 950, Honolulu, HI 96813

**Vice President, Public Affairs (promoted to this position in 2006)**

Led public relations teams for multiple client accounts, such as the Battleship Missouri Memorial, Goodwill Industries of Hawai'i Inc., Polynesian Cultural Center, Hawai'i Department of Transportation, Support Rail Transit, and Waste Management of Hawai'i. Day-to-day activities included writing for press releases, opinion editorials, speeches/ceremonies, fact sheets and FAQs; media pitching and escorting; and management of clients' social media identities. As-needed activities included media training, media buying, determining protocol orders of precedence for ceremonial programs, and fielding media questions in crisis situations.

**Becker Communications**

September 1996 – October 1999

119 Merchant St., Suite 300, Honolulu, HI 96813 | www.beckercommunications.com

**Assistant Account Executive & Production Manager**

Provided client public relations account assistance ranging from media relations and copywriting to editing and graphic design. Served as production manager for Hawaiian Airlines' in-flight magazine (published by Becker Communications at the time).

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**EDUCATION**

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**University of Hawai'i at Manoa****Graduated**

Bachelor's Degree in Journalism, with a Focus on Public Relations

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**SPECIAL CERTIFICATIONS AND TRAINING**

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**Public Information in an All-Hazards Incident** – Texas A&M Engineering Extension Service, National Emergency Response and Rescue Training Center in cooperation with the Department of Homeland Security and Federal Emergency Management Agency

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**SKILLS**

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Public affairs strategic planning and implementation, including media relations and training, copywriting, legislative writing, community awareness and educational programs, corporate communications, corporate reputation management, special events, paid media buying, broadcast and print production, issues management, crisis communication, photography, and social media.

Proficient in Microsoft Office 365 applications and tools, including Word, Excel, PowerPoint, SharePoint, as well as Adobe Photoshop and other industry-standard design/layout software. Familiar with and active in Hawai'i's social media community via popular platforms such as Facebook, Instagram and Twitter.

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**ACCOLADES**

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**President's Leadership Award, Public Relations Society of America (PRSA) – Hawai'i Chapter****2020**

In honor of PRSA Hawai'i's 60th Anniversary celebration, the President's Leadership Award was established to recognize an individual or organization that has made significant contributions to the success of the chapter and the profession. This award is bestowed annually at the discretion of the PRSA Hawai'i president in counsel with the chapter's Board of Directors.

Client work has also received more than a dozen various honors from the Hawai'i chapters of the Public Relations Society of America, International Association of Business Communicators, and American Marketing Association.

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**SERVICE AND PROFESSIONAL ASSOCIATIONS**

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**American Advertising Federation – Hawai'i Chapter, Treasurer**  
aafhawaii.com**2020 – Present****Portuguese Chamber of Commerce of Hawai'i, Board Member**  
www.portuguesechamberhawaii.org**2019 – Present****Public Relations Society of America – Hawai'i Chapter, Board Member**  
prshawaii.org**2017 – Present****Honolulu Zoological Society, Board Member (currently Board Secretary)**  
honolulu-zoo.org**2015 – Present****Access Hawai'i Committee, Acting Chair**  
ahc.ehawaii.gov**2016 – 2017****Information Privacy and Security Council, State of Hawai'i, Acting Chair**  
ipsc.hawaii.gov**2015 – 2016****American Marketing Association – Hawai'i Chapter, President**  
amahawaii.org**2010 – 2011****Hawai'i Council on Portuguese Heritage, President****2001 – 2002 & 2004 – 2005**

(References available upon request)