

**WORK EXPERIENCE**

HAWAII ALLIANCE OF NONPROFIT ORGANIZATIONS September 2008 to present

**President and CEO**

Provides overall management of nonprofit organization including leadership to staff and Board of Directors in program development and implementation, financial management, fundraising, marketing, community relations and advocacy.

WOMEN'S FUND OF HAWAII

June to September 2008

**Interim Executive Director**

Oversaw all aspects of a grant-making foundation dedicated exclusively to supporting women and girls in Hawaii.

HAWAII ALLIANCE OF NONPROFIT ORGANIZATIONS

March to June 2008

**Marketing Consultant**

Provided marketing and membership development consultation.

HAWAII FOREST INDUSTRY ASSOCIATION

May to September 2008

**Marketing Consultant**

Provided marketing, membership development and public policy consultation.

BRIGHT LIGHT MARKETING

April 2007 to February 2008

**Vice President, Public Affairs**

Provided marketing, public relations, and event planning support for various public and private client accounts. Managed junior staff.

PACIFIC AND ASIAN AFFAIRS COUNCIL (PAAC)

December 1997-March 2007

**Executive Director**

Responsibilities included overall administration and management of nonprofit global education organization. Provided leadership to staff and Board of Governors in program development and implementation, personnel development, financial management, fund development, membership development and public relations.

MENTAL HEALTH ASSOCIATION IN HAWAII (MHA/H)

1995-1997

*(now known as Mental Health America of Hawaii)*

**Executive Director**

Responsibilities included overall administration and management of the agency including its neighbor island branches. Provided leadership to staff and Board of Directors in program development and implementation, staff and board development, financial management, fundraising and community relations. Led various task forces and coalitions, which worked to shape mental health service quality and delivery.

MENTAL HEALTH ASSOCIATION IN HAWAII (MHA/H)

1993-1995

**Public Policy Director**

Responsibilities included maintaining MHA/H's voice of advocacy in policy-making processes related to mental health and human service issues at the Hawaii State Legislature.

Facilitated MHA/H's varying task forces and coalitions.

## WORK EXPERIENCE, CONT'D

JAPAN EXCHANGE TEACHING (JET) PROGRAM 1992-1993  
**Assistant English Instructor**  
Selected by the Japanese Ministry of Education (*Mombusho*) to teach English to junior and senior high school students and to ensure cross-cultural understanding through international education.

HONOLULU BOARD OF REALTORS 1991-1992  
**Government Affairs Coordinator**  
Tracked city and state governmental regulatory activities that impacted the real estate industry. Assisted the Government Affairs Director in lobbying the interests of Realtors in Honolulu City Council and State Legislature. Served as Staff Liaison to three Political Action Committees. Provided support in political and public policy analysis, public relations, marketing and event planning.

OCEANIT 1991  
**Marketing Assistant (part-time, temporary)**  
Assisted in promotions and advertising, along with general administrative duties.

OFFICE OF INTERNATIONAL RELATIONS, OFFICE OF THE GOVERNOR 1991  
**Intern**  
Selected to participate in non-paying internship for five months. Assisted staff in preparing testimony and tracking legislation pertinent to various international relations issues in the 1991 State Legislature.

PACIFIC ASIAN MANAGEMENT INSTITUTE (PAMI), UH MANOA 1991  
**Co-Coordinator, 1991 PAMI International Summer Program**  
Responsibilities entailed revamping, planning and executing programs for students, faculty, and Asian executives. Coordinated the Pacific Asian Lecture Series. Gained experience in customer service, financial, marketing and public relation tasks as well as overseeing logistical operations and planning special events.

## EDUCATION, PROFESSIONAL TRAINING & FELLOWSHIPS

HAWAII COMMUNITY FOUNDATION PONO LEADERSHIP PROGRAM 2012  
Selected for **nine-month leadership development program**.

PACIFIC CENTURY FELLOWS PROGRAM 1999-2000  
Selected as one of 26 young and mid-career professionals and community leaders to participate in **one-year professional development and educational fellowship** in Hawaii.

WEINBERG FELLOWS PROGRAM 1996  
Selected to participate in an **intensive 16-session course for non-profit executive directors** on personnel and financial management, marketing and public relations, fundraising, information and technology, program development, strategic planning, and non-profit legal issues.

JAPAN-AMERICA INSTITUTE OF MANAGEMENT SCIENCE (JAIMS) 1991  
**Intermediate Business Japanese Course**

## EDUCATION, PROFESSIONAL TRAINING & FELLOWSHIPS, CONT'D

UNIVERSITY OF HAWAII AT MĀNOA <b>Bachelor of Business Administration in International Business</b>	1987-1991
UNIVERSITY OF HAWAII AT MĀNOA <b>Pacific Asian Management Institute</b> Selected to participate in <b>six-week <i>Field Study in Asia</i> program</b> that examined the political, socio-economic and business environments of Hong Kong, Thailand, South Korea and Japan.	Summer, 1990
UNIVERSITY OF MASSACHUSETTS AT AMHERST <b>National Student Exchange Program</b> Selected to participate in program for one school year.	1988-1989

## PROFESSIONAL AFFILIATIONS AND COMMUNITY ACTIVITIES

Member, Board of Directors, Hawai'i Data Collaborative	2022-present
Member, Hogan Entrepreneurs Program Advisory Board, Chaminade Univ.	2021-present
Member, Hawaii Energy Advisory Board	2020- present
Co-Founder, Kūkulu Switchboard	2020
Co-Convener, Funder Hui	2020
Member, Board of Directors, O'ahu Economic Development Board (OEDB)	2019-present
Member, Board of Directors, Friends of the Children's Justice Center	2019- 2021
Member, Community Advisory Board, Hawaii Public Radio	2017- 2019
Member, Leadership Advisory Group, Transform Hawaii Government	2014-present
Member, National Council of Nonprofits Board of Directors	2012-2019
Chair, Membership Committee, National Council of Nonprofits Board	2018-2019
Chair, Public Policy Committee, National Council of Nonprofits Board	2013- 2018
Member, Advisory Board, University of Hawaii Public Administration Program	2011-present
Board Member, Think Tech Hawaii	2008-2017
Member, Kawānanakoa Middle School Band Booster Club Board	2014-2015
Member, Real Property Tax Commission, Honolulu City and County	2012
Member, Editorial Advisory Board, <i>Nonprofit Quarterly</i>	2011
Vice Chair, Sister State Committee	2007-2011
Member, University Community Partnerships ( <i>UH System Advisory Group</i> )	2006-2010
Participant, Mānoa Forum	Oct. 2006
President, Hawaii Society of Corporate Planners Board of Directors	2005-2006
Member, Rotary Club of Honolulu	2001-2005
National Board Secretary, World Affairs Councils of America	2003-2004
Member, Community Building Council, Aloha United Way	2000
National Board Director, World Affairs Councils of America	1999-2003
Fellow, Pacific Century Fellows	1999
Member, Advisory Council, HPU College of International Relations	1999-2007
Member, Advisory Council, UH College of Business Marketing Department	1999-2007
Member, Advisory Council, UH Center for Int'l Business Education & Research	1998 - 2007
Associate Member, Consular Corp of Hawaii	1998-2007
Board Director, United Nations Association-USA, Hawaii Division	1998-2002
Member, Young Business Roundtable, Japanese Junior Chamber of Commerce	1998-2000
Membership Committee Chair, Board of Directors, Hawaii Lupus Foundation	1998
Board Director, Affordable Housing and Homeless Alliance	1997
Member, The Association of Weinberg Fellows	1996-present
Member, Community Training Institute Hawaii Team	1996-1997
National Women's Resource Center Training Institute on Women and Violence	

## PROFESSIONAL AFFILIATIONS AND COMMUNITY ACTIVITIES, CONT'D

Vice President, Board of Directors, Hawaii Families as Allies (HFAA)	1995-1999
Board Director, Hawaii State Alliance for Health and Human Services	1996-1997
Contributing Writer, <i>Ka Leo O Hawaii</i> , University of Hawaii Newspaper	1990
Contributing Writer, <i>The Messenger</i> , University of Massachusetts Newspaper	1989

## PUBLICATIONS

Article, "Tax Reform Lessons Learned from State Experiments," with Tim Delaney, National Council of Nonprofits, Huffington Post, July 25, 2013.

Essay in 21st Century Hawai'i: 210 Great Ways to Get There, pp. 105-106, Watermark Publishing, 1999.

Short Story, "Saint Poupee," Japanophile, pp. 51-55, Michigan, 1995.

## SCHOLARSHIPS, AWARDS, AND RECOGNITIONS

<i>Pacific Business News</i> ' "Top Forty Under 40" Recognition	2001
Hawaii Psychological Association's Daniel K. Inouye Award for Excellence in Community Mental Health Service	1997
Pacific Asian Management Institute Field Study Abroad Scholarship	1990
Richard Kosaki Award for Excellence in Research, UH Manoa Political Science Department	1988