

Nicholas J. Butler

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PERSONAL PROFILE AND SUMMARY OF QUALIFICATIONS STATEMENT

My **Natural Resource Management, Planning, and Instruction** experience has equipped me with the ability to develop new insights into situations; question conventional approaches; encourage new ideas and innovations; and design and implement new or cutting edge programs/processes; as well as:

Leadership

- Take a long-term view, build a shared vision with others, and act as a catalyst for positive organizational change.
- Inspire and foster team commitment, spirit, pride, and trust.
- Facilitate cooperation and motivate team members to accomplish group goals.
- Team-oriented and with the ability to influence others to translate vision into constructive action
- Foster an inclusive workplace where diversity and individual differences are valued and leveraged to achieve my client's vision and mission.
- Hold myself and others accountable for measurable high-quality, timely, and cost-effective results.
- Encourage creative tension and differences of opinions to bolster productivity.
- Perceive the impact and implications of my decisions and think before reacting
- Capitalize on opportunities and only take calculated risks.
- Accept responsibility for my own mistakes and strive never to repeat preventable errors.
- Anticipate and meet the needs of both internal and external customers.

Relationships

- Identify the internal and external politics that impact the work of my client without overstepping boundaries.
- Utilize a variety of networks. I possess the ability to build strategic relationships and achieve common goals for the mutual benefit of others.
- Deal effectively with pressure and remain optimistic, vigilant, and persistent under adversity.
- Recover quickly from setbacks.
- Anticipate and take steps to prevent counter-productive confrontations.
- Perceive organizational and political reality and act accordingly.
- Persuade others, build consensus through give and take, and gain cooperation from others through fairness in actions to obtain information and ultimately accomplish the mission, vision, and values of my client.
- Maintain awareness of my client's impact on the external environment.

Management & Supervision

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- Determine objectives, set priorities, and delegate work.
- Manage and resolve conflicts and disagreements in a constructive manner.
- Build and manage a workforce based on organizational goals, budget considerations, and staffing needs.
- Manage a multi-sector workforce and a variety of work situations.
- Develop the ability of others to perform and contribute to the organization by providing ongoing feedback and learning opportunities through formal and informal methods.
- Quickly formulate objectives and prioritize work
- Understand budgets and financial processes
- Monitor expenditures and use cost-benefit thinking to set priorities.
- Ensure access to and security of technology systems.
- Comply with established control systems and rules.
- Ensure that employees are appropriately recruited, selected, appraised, and rewarded; and take action to address performance problems of others.
- Make well-informed, effective, and timely decisions.

Expertise

- Identify and analyze problems; weigh relevance and accuracy of information; generate and evaluate alternative solutions; and make sound recommendations.
- Understand and keep up-to-date on
- Oversee procurement and contracting to achieve desired results.
- Keep up-to-date on technological developments. I make effective use of technology to achieve results.
- Stay open to change and new local, national, and international policies and trends that affect my client and shape stakeholders' views.
- Deliver high-quality products and services, and am committed to continuous self-improvement.
- Prepare, justify, and administer program budgets. information, and rapidly adapt to new information, changing conditions, or unexpected obstacles.
- Stay confident in my abilities to position my client for future success and help promote my client's mission by developing or improving products or services.

▪ **CORE SKILLS AND STRENGTHS:**

- Providing administrative and technical supervision and direction to accomplish the work of the unit.
- Coordinating natural resources programs and projects.
- Identifying applicable regulatory compliance issues and requirements.
- Conducting and reporting regular needs assessments to identify priority issues or problems relevant to the local clientele groups being served.
- Conducting applied research designed to solve locally relevant problems and monitor change. **Conducting urban forestry/arbicultural studies and investigations in support of permitting requirements and actions.**
- Analyzing and evaluating natural resources to permit multiple land uses while preserving the ecological viability of an area.
- Gathering and compiling of information and development of databases for use in natural resource management activities.
- Summarizing data, making calculations, and presenting preliminary statistical analysis to the appropriate scientist
- **Expert ability to establish and maintain cooperative relations with local, county, and State representatives, special interest groups, civic groups, private industry, Tribal government, and the general public**

- **Expert knowledge of the Los Angeles Municipal Code, ANSI A300 Standards, and the National Environmental Policy Act**
- **Expert** ability to provide technical direction and guidance to assigned team members
- **Expert** Ability to analyze natural resource management issues and problems.
- Knowledge of the **theories, principles, and concepts of fuels and vegetation management.**
- Knowledge of the **principles, concepts, and practices of fire ecology and its environmental application.**
- **Demonstrated ability to work collaboratively as a team member with other professionals**
- **Willingness and ability to embrace change as clientele and organizational needs evolve**
Leader, trainer, and team builder with **extensive operational and administration experience**, as well as, **outstanding management, analytical and technical acumen**
- Committed to fostering a **cohesive and productive** workplace environment
- **Excellent** interpersonal relations/oral and written communication skills
- Versatility, adaptability, and willingness to **tackle new responsibilities and multiple tasks; self- starter**, assertive, **positive "can do" attitude**, and **team player**
- Personally committed to the **highest ethical standards**
- Proven history of achieving the highest levels of **performance and productivity**
- **Expert** ability to perform work-related to developing and maintaining relationships with stakeholders in various levels of government, private industry, and federal, state, and local agencies/organizations
- Demonstrated ability to prioritize workloads and meet goals and deadlines
- **Expert** ability to **mentor** students and junior professionals
- **Expert** ability to submit all required reports in a timely manner in an environment of frequent change and unexpected events
- **Expert** ability to **develop and deliver training**
- **Team player** with impeccable personal and professional integrity
- **Resilient, Strong enterprising spirit and character, Innovative thinker, Resourceful**

EDUCATION

Master of Natural Resources, Ecosystems Management
Utah State University, Logan, UT, 05/2012

Bachelor of Science, Forestry/Environmental Conservation
Mississippi State University, Mississippi State, MS, 05/2002

Hot Springs High School, Hot Springs, AR, 05/1997

PROFESSIONAL WORK EXPERIENCE

RemyMahl Forestry Consulting, Santa Monica, CA **2016 to Present**
After nearly 20 years of working as a traditional Forester, an Urban Forester, and an Arborist, I began consulting due to popular demand. What started as a special request from a former employer has become a steadily growing business.

- **Consultant – Urban Forestry and Arboriculture**
Provide professional advice and technical assistance to contractors, attorneys, landscape architects/designers, local government, and private landowners in the management of forest resources in both rural and urban environments. I offer a variety of services to all of my clients, customized to fit their specific needs.
 - **Certified Arborist Reports**
 - **Diagnosis of Tree and Landscape Problems**
 - **Expert Witness and Litigation**
 - **Forensic Investigations**
 - Insect and Disease Identification and Management
 - Plant Health Care Programs
 - **Training and Education**

- Tree, Landscape, and Nursery Appraisals
- Tree Management for Arboreta, Golf Courses, and Nurseries
- Tree Planting Programs
- **Tree Inventories**
- Tree Protection for Construction Projects
- Tree Risk Assessments and Surveys
- **Retained consulting for ongoing projects**
- **Coordinating** natural resource efforts with private, state, and federal landowners
- **Collaborative grant writing and agreement negotiating**
- **Forest Management Plans**

USDA Forest Service – Angeles National Forest, San Fernando, CA **08/2016 to Present**
 Spanning about 700,000 acres (over 70% of LA County's green space), the Angeles NF is the backyard playground to the vast metropolitan area of Los Angeles. The Angeles manages the watersheds within its boundaries to provide valuable water to southern California and protect surrounding communities from catastrophic floods.

➤ **District Ranger GS-0340-13 – Los Angeles Gateway Ranger District (LAGRD)**
May 2018 – Present

I am the **leader** of the organizational unit responsible for **implementing** Forest policies, **managing** external relations, environmental awareness, interpersonal relations, management functions, and **oversight** of natural resource management.

➤ **Deputy District Ranger GS-0340-12 – Los Angeles Gateway Ranger District (LAGRD)**
August 2016 – April 2018

Successfully providing expertise and support needed to administer both local and national biological and environmental programs. More specifically, providing oversight as the secondary (and often primary) unit contact of the natural resources program areas including; air, soil, water, timber, wildlife, minerals, range, special uses, and NEPA at the District level.

- **Acting District Ranger (Detail) April – September, December 2017 – May 2018: Leader** of the organizational unit, responsible for **implementing** Forest policies, **managing** external relations, environmental awareness, interpersonal relations, management functions, and **oversight** of natural resource management.
- **Acting Forest Public and Legislative Affairs Officer (Detail) January – March 2017: Promotes and maintains** effective working relationships with government officials, civic organizations and other agencies, and with media and special interest groups. Serves as the sole official spokesperson and primary contact for the local and national press that require immediate responsiveness.
- **Developing** annual work plans and collectively **managing** millions of dollars in appropriated funds
- **Making key decisions and administrating the management of landscape ecology of urban forests, invasive pests and diseases, adaptation to drought and climate change, wildland fire, forest stewardship, and forest-related recreation one of the most active National Forests in the United States.**
- **Agency Administration for the largest wildland fire – prevention, management, and response Divisions in the Forest Service**
- Oversight of forest and woodland **pests and diseases management (PSHB, GSOB, bark beetle, and emerging pests)**
- **Leadership** role in transitioning the unit through District re-organization
- **Diligently carrying out over 20 Employee Relations personnel actions within two years**
- **Supervising over 200 district employees (170 Fire employees) – one of the largest District workforces in the Forest Service**
- **Oversight of one of the most complex recreation program in the FS with**
- **Leadership** role in managing over \$40 million in fire settlement funds on the LAGRD – Powerhouse, Copper, Sayre, and Ranch Fires
- **Oversight for partnership with National Forest Foundation, National Fish and Wildlife Foundation, as well as numerous volunteer and community organizations**

Memorial Park Conservancy, Houston, TX **2013 to 2016**
 Memorial Park Conservancy is a private, not-for-profit organization that supports park management and

stewardship through a public-private partnership with the City of Houston. Memorial Park, covering approximately 1,503 acres (over 1,100 acres of forest), is one of the largest and most heavily used urban parks in the United States.

➤ **Conservation Director**

Conservation Director - Acts as an in-house expert regarding forestry and conservation matters related to Memorial Park and serves as a liaison on behalf of MPC, providing technical assistance, coordination, and cooperation to the management of Park/forest resources primarily within and for the Houston, TX metro area.

- **Coordination and implementation of applied forestry and natural resources research and with Texas A&M Extension.**
- **Developing and implementing a long-term Natural Resource Management Program for Memorial Park**
- **Advise MPC's CEO, Park Director, Staff, Board of Directors, Conservation Committee, HPARD, and Consultants on all conservation, forestry, or Master Planning related activities**
- **Financial planning/budgeting for cost-effective implementation of conservation projects and programs**
- **Develop and maintain an inventory of forested and developed areas that identify trees species, condition class, age class, understory vegetation, and vertebrate/invertebrate populations**
- **Planning and implementation of over 1100 acres of invasive plant treatment and removal**
- **Planning and implementation of reforestation and restoration efforts, including the planting of over 115,000 seedlings**
- **Oversight of trail design, construction, repair, and maintenance**
- **Collaboratively writing, negotiating, and funding over \$2,000,000 in grants donations**
- **Providing technical advice on citywide natural resource and conservation-focused initiatives**
- **Guest speaker for fundraising and educational events**
- **Interacting with public officials to inform them of Urban Forestry and Natural Resource Management initiatives**
- **Communicated the impacts of changing land use on forest ecosystems, including habitat connectivity; and science literacy related to forest and woodland ecosystems (e.g., Project Learning Tree, Texas Master Naturalist).**
- **Priorities include landscape ecology of urban forests, invasive pests and diseases, adaptation to drought and climate change, wildland fire, forest stewardship, and forest-related recreation.**

Utah Department of Natural Resources, Richfield, UT

2012 to 2013

The Division of Forestry, Fire & State Lands manages, sustains, and strengthens Utah's forests, rangelands, sovereign lands, and watersheds for its citizens and visitors.

➤ **Central Area Forester – Forestry, Fire & State Lands**

Coordinate the management of community forestry and legacy programs and provide technical assistance, coordination, and cooperation to private landowners and other governmental agencies to manage forest resources in rural and urban environments.

- **Coordinated and collaborated with Utah State University Extension to deliver applied forestry and natural resources research.**
- **Soliciting and writing Forest Stewardship Plans**
- **Developing and Monitoring Forest Legacy Proposal**
- **Coordinating natural resource efforts with private, state, and federal landowners**
- **Creating and identifying alternative opportunities for landowners to implement necessary forest practices**
- **wildland fire – prevention, management, and response**
- **Woody biomass utilization and co-generation in cooperation with USU Extension and community partners**
- **Collaboratively writing, negotiating, and funding over \$500,000 in grants donations**

INVESTMENT ADVISORS INTERNATIONAL, Chino, CA

2007 to 2010

IAI is dedicated to a straightforward mission: creating financially independent families by growing and protecting their wealth through active money management.

➤ **Branch Office Manager – Financial Division**

Responsible for supervision, compliance, and training of insurance, securities, and investment advisory representatives while leading the acquisition of new clients.

- #1 Broker in my management sector 2007 and 2008
- #1 Personal Producer in my management sector 2007 and 2008
- Over 2,000 clients serviced

USDA FOREST SERVICE - Angeles National Forest, Glendora, CA

2001 to 2007

The Forest Service is a Federal agency that manages public lands in national forests and grasslands and is also the largest forestry research organization in the world, providing technical and financial assistance to state and private forestry agencies.

➤ **Assistant Resource Officer GS-0401/0460-9 – San Gabriel River Ranger District (SGRRD)**

Successfully, providing expertise and support needed to administer both local and national biological and environmental programs. More specifically, providing oversight as the secondary (and often primary) unit contact of the natural resources program areas including; air, soil, water, timber, wildlife, minerals, range, special uses, and NEPA at the District level.

- Contracting Administrator (COR) for nearly all major projects on SGRRD
- **Developing** annual work plans and managing over \$1,000,000 in appropriated funds
- Routinely preparing and reviewed NEPA/CEQA documents on most controversial forest projects
- **Coordinating** natural resource efforts for over 5,000 volunteers
- Federally Certified Silviculturist designation
- Only successful large scale (3MBF+) selective thinning/harvesting in LA County in over 20 yrs
- **Organizing and leading** a forest-wide team for natural resource data collection and analysis
- Participating in fire council and other public cooperative meetings both locally and nationally
- **Writing, negotiating, and funding** nearly \$250,000 in grants

USDA FOREST SERVICE - Sequoia National Forest, Dunlap, CA

Summer 2000

The Sequoia National Forest and Giant Sequoia National Monument are named for the iconic giant sequoia, the world's largest tree. The landscape, covering 1,193,315 acres and ranging in elevation from 1,000 feet in the foothills of the Sierra Nevada to over 12,000 feet, is as spectacular as its 38 Giant Sequoia Groves.

➤ **Intern GS-0462-4 – Hume Lake Ranger District/ Sequoia-Kings Canyon National Forest**

I provided public safety support, recreation program support, and trail maintenance in the wilderness.

- Inventorying plantations
- Patrolling and maintaining publicly used wilderness areas
- Daily **trail repair and maintenance**
- Independently implementing job responsibilities from mechanically inaccessible locations
- Became acquainted with government-based technical and professional procedures

MISSISSIPPI STATE UNIVERSITY, Mississippi State, MS

Summer 1999

A land-grant university located in north east-central Mississippi and in 2009 was ranked #46 nationally in *Forbes* magazine out of the top overall public universities.

➤ **Student – Summer Camp, College of Forest Resources**

Simulated professional and technical work scenarios in the following areas:

- Forest Communities
- Forest Description and Analysis
- Wood Supply Systems
- Wildlife and Fisheries Practices
- **Project Learning Tree**

WEYERHAUSER, Mountain Pine, AR

Summer 1997

One of the largest pulp and paper companies globally, Weyerhaeuser is the world's largest private-sector owner of softwood timberland and the second largest owner of United States timberland with approximately 20,000 employees in 13 countries.

➤ **Intern – Timber Management**

A field-based learning opportunity focused on providing valuable experience in commercial forestry activities, including growing, harvesting, and marketing timber. A strong emphasis is placed on the business and financial elements of commercial forestry. Interns are involved in the hands-on application of Weyerhaeuser's environmental and public resource protection standards and strategies.

- Forest inventory surveys
- Inspecting log trucks
- Assessing damage to property at logging sites
- Operating bulldozer and skidder
- Mill operations

NOTEWORTHY ACCOMPLISHMENTS

Creek Fire Incident (2017) – On December 5th, 2017, the Creek Fire began around 3:30 am on the District. It caused the evacuation of over 115,000 residents and threatened the District Office. The fire burned nearly 16,000 acres and destroyed 123 structures. Several factors added to the complexity of the incident: 1) the District Office was within the evacuation area, 2) as a result of fire damage, the office lost phone and internet access, 3) a significant portion of the District employees were displaced, 4) the timing of the incident occurred after district fire staffing was at 50% capacity, 5) the District Ranger and Forest Supervisor were off forest during the incident putting the Deputy Forest Supervisor and Deputy District Ranger in acting Ranger, Forest Supervisor, and Agency Administrator roles, and 5) the Rye, Skirball and Thomas Fires were burning concurrently and drawing resources away from the Creek Fire for support. Despite having staffing numbers low and the necessity of placing multiple collateral duties on employees, we successfully carried out suppression operations in cooperation with CalFire. We also implemented BAER cooperatively with partner agencies and continued to pursue District programmatic duties. The Creek Fire provided the space to make real-time management decisions about public health, safety, property and resource protection, and alternative work arrangements for employees. The Internet was restored by the beginning of February, and phones were restored by March. I experienced growth during this incident as I was allowed to showcase my ability to maintain composure in a high stress, high stakes, fast-paced, and dynamic situation. At the same time, I exercised my leadership skills throughout the crisis by promoting teamwork and gratitude and offering technical direction to develop stronger relationships with district staff, peers, and community partners.

Memorial Park Master Plan (2013 – 2014) – As the Conservation Director of Memorial Park Conservancy (MPC), I have called upon my experiences with both the USFS (FS) and the State of Utah. With the FS, I started my career by supporting and contributing knowledge and expertise to managing the Angeles National Forest resource program.

In 2013 when I started with MPC, the organization was just beginning an exhaustive master planning process very similar to a forest plan revision. The context was both highly unfavorable and a welcome challenge; Houston had just come through its driest and second hottest year on record. The forest structure of memorial park had changed dramatically due to the combination of several factors; (1) the site was above its sustainable carrying capacity for biomass, (2) experiencing severe drought, (3) hurricane Ike, (4) catastrophic pine beetle infestation (5) and invasive plants had successfully taken over the understory. (6) The nearly 80% canopy mortality created severe fire danger for the park users and surrounding residences. (7) At the same time, Memorial Park continued to boast an overwhelming 10,000 users per day and 55,000 motorists passing through. I was responsible for developing and administering the conservation program based on sound Silviculture and ecosystem management practices. My trail design, repair, and maintenance experience also proved valuable. These disturbances' collective effect required me to heavily influence the conceptual design and public opinion during the planning phase. My design influence has continued into implementation. I played an intricate role, and I was also critical in integrating duplicable land management strategies and practical methods. My meticulous execution of the conservation program and the resulting annual project workflow represents my knowledge of the concepts and techniques of natural resource, ecosystem, and fire management practices to provide leadership for resource protection and development.

Monroe Mountain Working Group (2012 – 2013) – As Central Area Forester for the State of Utah, Div. of Forestry, Fire & State Lands, I represented the state on the Monroe Mountain Working Group (MMWG) – a

collaborative group comprised of; FS, BLM, NRCS, State of Utah, Utah State University Extension, Elk Society, Environmental Congress, Grand Canyon Trust, the Cattleman's Association, and others. The MMWG was charged with carrying out a highly controversial aspen restoration plan on the Fish Lake National Forest (FLNF). In this scenario, the state served as the liaison between the federal agencies and private landowners (including all non-owner user groups) within and adjacent to the FLNF. Although some of its visibility came from acknowledging the collaboration of organizations that normally work against one another, much of the proposal's notoriety came from its aggressive mechanical treatments and controlled burn prescriptions. Furthermore, the restoration plan proposed new statewide livestock grazing policies and encouraged a more sustainable elk population density. Congress approved the initial funding at just over \$7million (FS funding) while the state contributed an additional \$600 thousand. During my involvement, the aspen restoration project was on track to become a precedent-setting federal land management display of a public-private partnership.

In central Utah, where cattle grazing and elk hunting are prized activities, I needed to be mindful of public perception. I organized landowners and elected officials in a series of public informational meetings to empower citizens and provided in-person discussion with the District Ranger and me. Ultimately, my efforts led to a local radio station interview to discuss the restoration plan's advantages and disadvantages. In the meetings, I also discussed the unique value of the MMWG. This sequence of vents also brought about heightened public interest for the state-sponsored landowner assistance programs. I have other examples throughout my career; however, my involvement with this initiative gave me direct experience considering political and organizational reality, the media, and special interests in my decision making.

COMPUTER INFORMATION TECHNOLOGY SKILLS

- Proficient in the use of most major computer systems, information systems, spreadsheet applications, graphic and presentation applications, and word processing applications, including but not limited to *Windows 98 / ME / 2000 / XP / Vista; Microsoft WordPerfect; Microsoft Office Suite: MS Word, MS Excel, MS Access, PowerPoint; MS Publisher; MS Outlook; Internet Explore; FVS; ArcGIS*

PROFESSIONAL AFFILIATIONS/ASSOCIATIONS

- Society of American Foresters (SAF)
- **Certified Silviculturist - US Forest Service**
- **International Society of Arboriculture (ISA) - Certified Arborist**
- **American Society of Consulting Arborists (ASCA)**
- **Association of Consulting Foresters (ACF)**

PRESENTATIONS AT PROFESSIONAL MEETINGS

- Arroyo Seco Foundation (2018) - Current Affairs of the Angeles National Forest
- Sierra Club Meeting (2017) - Current Affairs of the Angeles National Forest
- SAF Conference (2015 & 2016) - Houston's Green Renaissance
- Delphian Society (2016) - Memorial Park Master Plan Presentation
- Rice University Lecturer (2014, 2015 & 2016) - Urban Forestry
- SAF Chapter Meeting (2013) - Land Ownership Trends

PROFESSIONAL SKILLS AND TRAINING

- Resource Management expertise
 - **developing conservation plans, designing technical surveys, and supervising construction;**
 - developing contractual agreements between agencies and private landowners or

- contractors;
 - submitting reports to Congress;
 - protecting cultural resources; and
 - working with Federal, state, and local conservation agencies
- Administrative Training
 - Local Fire Management Course (LFML)
 - You Will Not Stand Alone Training (YWNSA)
 - Employee Relations Training (ER)
 - 1900 Intro to NEPA
 - NEPA for Line Officers
 - National Lands Training for Line Officers and Program Managers Course (NLT)

OTHER RELEVANT PROFESSIONAL DEVELOPMENT TRAINING AND QUALIFICATIONS

- **Resource Management** - Possess proven problem-solving and resource allocation skills needed to meet goals; maintain a well-organized team, cross-training team members to be more efficient; cultivate awareness and self-actualization of personnel, building increased investment in operations by all staff.
- **Process Implementation** - Ability to anticipate unique requirements or potential roadblocks in all situations; promote an environment of continuous improvement and learning to deliver exceptional results; streamline communication and implementation channels to quickly and effectively meet customer and organizational needs.
- **Relationship Management** - Highly experienced in building a unified team environment through leadership, employee empowerment, and continuous learning; can act as a liaison/change agent between production employees, senior management, and third parties.

OTHER SKILLS/ABILITIES AND INTERESTS

- Expertise and knowledge conducting tests to:
 - determine serological and immunological reactions;
 - isolate and identify microorganisms from tissues, body fluids, excreta, or lesions;
 - assess antibiotic sensitivity; and
 - diagnose and control diseases caused by pathogenic microorganisms

KNOWLEDGE/SKILLS/ABILITIES

- **Project Management ability analyzing and evaluating (on a quantitative or qualitative basis) the effectiveness of program operations in meeting established goals and objectives**
- **Expert** ability in biological/ecological studies sufficient to:
 - work with commonly known pathogenic bacteria and fungi;
 - collect and test specimens to determine what forms are present or absent;
 - ensure that the full range of routine methods, procedures, techniques, and applicable quality controls have been correctly conducted; and
- Demonstrated ability to prioritize workloads and meet goals and deadlines
- **Expert** ability to track and compile data and statistics for measuring results and impacts and for performance-based reporting
- Expertise in developing and implementing effective policies and procedures
- Ability to develop and deliver training
- Ability to effectively represent senior-level staff at working groups
- Excellent problem-solving skills and ability to adapt to changing stressful circumstances
- **Proven leadership skills**
- Ability to **lead**, direct, coordinate, **supervise**, and **manage** the work of a diverse workforce
- Ability to direct and manage large-scale operations to efficiently achieve specified goals and objectives
- Ability to establish and maintain effective working relationships
- Extensive communication and negotiation skills
- Ability to gather salient and material facts from varying sources and through various mediums and

- make the appropriate recommendations
- Extensive experience in collecting, analyzing, evaluating, and disseminating sensitive information

PERSONAL INFORMATION

- Highly self-motivated and work well both independently and collaboratively
- **Expert** ability to plan/organize work
- Expert ability to establish and maintain strong, effective working relationships with culturally diverse groups and in culturally diverse environments
- Positive mental attitude, committed to high work productivity, and eager to learn new skill sets
- Ability to work safely, effectively and maintain professionalism and composure under adverse and stressful conditions
- Excellent health and physical condition with the ability to work effectively under stressful conditions and in various geographical locales
- Ability to work long hours, weekends, holidays, and under undesirable conditions on short notice
- **Expert** ability to communicate, counsel, and advise clearly and effectively, both orally and in writing, with diplomacy and tact with all levels of staff and individuals
- **Extensive demonstrated supervisory, public speaking, and leadership experience**
- Strong analytical, negotiation, investigatory, administration, and mediation skills
- Personable, intuitive, inquisitive, diligent, punctual, unselfish, trustworthy, loyal, and committed to high ethical standards and personal integrity in every situation
- **Willingness and desire to fundraise to meet objectives**

PROFESSIONAL REFERENCES

Available Upon Request