

EXECUTIVE DIRECTOR

Professional Summary

Visionary and motivated hospitality leader with over twenty-five years of experience in project management and financial administration in both public and private sectors. Possess an established track record of creating and implementing programs and long term business strategies aimed at company growth. Passionate about providing healthy nutritious options and enhancing wellness for youth and communities.

Core Qualifications

- Small business development
- Public relations and community outreach in private and public sectors
- Teaching, training, and public speaking
- Non-profit administration
- Leadership and team building
- Budget administration

Experience

Executive Director Oct 2008 to Current

Company Name - City , State

- Set policies consistent with the mission of the foundation
- Supervised work flow, design, and delivery of foundation initiatives for strategic plan
- Built strong diplomatic relationships with government agencies and officials
- Successfully secured over one million dollars in grant funds for the foundation
- Developed training programs for restaurants and hotels
- Created new revenue streams to achieve financial solvency for the foundation
- Supervise partnership with thirty-five high schools in state culinary and restaurant management programs.

Owner and Operator Mar 1998 to Sep 2006

Company Name - City , State

- Served as President and Chief Operating Officer.
- Directed daily operations including financial, human resources, marketing, inventory control, and customer relations to generate optimal revenue streams.

Director of Culinary Arts and Hospitality Management Division Sep 1984 to Sep 2008

Company Name - City , State

- Administered all curricular, administrative and financial aspects of the division
- Lead program evaluation efforts and created strategic plan to develop and enhance program offerings
- Managed annual budget of up \$750,000
- Provided leadership for planning new and improved labs and staff development to optimize student success
- Implemented and evaluated programs and activities to insure that the advisory committee functions in a matter consistent with accreditation standards
- Participated in professional development activities and programs as required by accreditation and regulatory agencies
- Coordinated all faculty orientation and training
- Managed all foodservice and catering operations for the college and McIntyre Hall Performing Arts Center
- Served on the committee to design NW Career and Technical Skills Center
- Taught numerous courses including: Advanced Culinary, Restaurant Management, Customer Service, and Nutrition
- Developed restaurant management training program for Swinomish tribal members
- Developed and taught hospitality training program for DSHS work first initiative
- Taught senior level coursework for Washington State University Hotel and Restaurant Administration program.

Education

Bachelor of Arts , Hotel and Restaurant Administration Washington State University - City , State

Hotel and Restaurant Administration

Professional Affiliations

- FMP Food Service Management Professional National Restaurant Association
- CFBE Certified Food and Beverage Executive American Hotel and Lodging Association
- Certified Instructor in Advance Food Safety, Serving Alcohol Responsively, Nutrition, and Restaurant Management: National Restaurant Association
- Certified Personal and Group Fitness Instructor, WITS World Instructor Training School, and NCSF National Council on Strength and Fitness

Accomplishments

- Awarded the Presidents Medal: American Culinary Federation
- Served on the board of directors for the American Culinary Federation ACF

- Served as president of the American Culinary Federation Accreditation Commission
- Served as president of the Washington Association of Occupational Educators
- Represented post-secondary hospitality education on The Council for Hotel, Restaurant and Institutional Education delegation to the former Soviet Union and Czechoslovakia
- Successfully opened and operated a seafood food restaurant reaching annual sales of 1 million and a 7% net profit.
- Served as the Council for Hotel, Restaurant, and Institutional Education ambassador to the People's Republic of China lecturing on tourism and hospitality management
- Skagit Community Foundation Board Member