

EMPLOYMENT HISTORY

Ironworkers Union Stabilization Fund, Local 625 (2005 – present)

Director of Government Affairs

- Lobby Federal, State and County Executive and Legislative branches of government to ensure the organization's goals and missions are met including drafting new laws, statutes and ordinances
- Manage and oversee Taft-Hartley and Sarbanes-Oaxley funds
- Work with developers, government and unions to foster construction projects
- Trustee of Health and Welfare pension funds
- Foster a win-win position for all parties that allow projects to proceed that are culturally and environmentally sensitive
- Manage operations and administrative functions to meet Federal and State requirements
- Manage and oversee all of the Union's Political Action Committee Funds and campaign activities

The Nature Conservancy (2002 – 2005)

Government Grants Manager

- Prepared and reviewed all budgets and projects to ensure they met the goals and missions of the organization
- Developed relationships with the Federal, State and County Executive and Legislative branches of government to ensure the organization's goals and missions were met
- Ensured the compliance of all internal policies, and external statutes and laws
- Achieved a management style that assured an appropriate balance between major elements of management...i.e., marketing, production, finance, employee motivation and public and environmental concerns, all directed toward the goals of the organization
- Negotiated and executed contracts with the government and community
- Directed the successful start-up of new projects that exceeded yearly goals and objectives
- Obtained an additional 25% increase in government revenue within the first year of work
- Informed Federal and State Legislators and Council members of the need to enact legislation or rules to assist the mission of the organization

#### City and County of Honolulu, Juvenile Justice Center (2000-2002)

##### Executive Director

- Was fully responsible for the budget, strategic planning, development and management of the entire juvenile justice center finance and administrative function
- Launched a complete Juvenile Justice Center meeting mandatory federal and state laws. Was given the full autonomy to establish policies and procedures, defined staffing and management requirements, developed a comprehensive program, and built the entire center infrastructure
- Created an advisory board that met the goals of the federal and state mandates while ensuring the mission of the agency was achieved
- Provided vision and direction to incorporate Government, Private Organizations and Non-Profit agencies to work as a cohesive one-stop center for juveniles
- Drafted and initiated legislation to assist in the goals of the organization
- Advocated and lobbied for laws, statutes and regulations that assisted in the organization's mission

#### City and County of Honolulu, Homeless Coordinator (1998-2000)

- Was fully responsible for the budget, strategic planning, development and management of the homeless issues within the City and County of Honolulu
- Oversaw, coordinated and manage SHP, Shelter Plus Care, ESG, CDBG, HOME and other federal and state grants
- Created an advisory board that met the goals of the federal and state mandates while ensuring the mission of the agency was achieved
- Provided vision and direction to incorporate Government, Private Organizations and Non-Profit agencies
- Drafted and initiated legislation to assist in the goals of the organization
- Drafted and represented City and County of Honolulu on the Executive Committee for the US Department of Justice Weed and Seed Grant

#### Congressman Neil Abercrombie (1996-1998)

##### Congressional Aide

- Was the primary contact for the Congressman when he was not available to constituents, governmental personnel or foreign dignitaries
- Researched major issues that affected the constituents of Hawaii and assisted in developing a strategic plan to assist in these issues, via legislative or rule changes
- Evaluated legislation; drafted briefing materials, talking points, and floor statements; met with constituents and lobbyists; responded to inquiries; and monitored committee and floor activity for U.S. Congress and State Legislature

## EDUCATION

Masters Degree in Human Resource Management from Hawaii Pacific University

Management Certificate from Wharton School of Business

Bachelors Degree from the University of Hawaii, at Manoa

## VOLUNTEER EXPERIENCE

Ironworkers Union Trust Fund - Trustee

Poi Dog and Popoki – Board Member

Hawaii Baptist Academy Alumni Association – Chairman of the Board

St. Francis Foundation – Board Member

Pac-5 Judo Coach

## REFERENCES

Available upon request