



- Manage a communications team to drive communications strategies for Kamehameha Schools' Endowment Group and the newly created Community Engagement and Resources Group (CER) in 2015.
- Provide communication consultation to support entitlements and permitting processes for different commercial real estate and agricultural projects – Hale'iwa Store Lots, Waiawa Solar project, Hawaii Kai rezoning, and Kaka'ako Master Plan approvals.
- Provide strategies for change management approaches to help staff, divisions and the organization transition to a new strategic plan.
- Manage communications and community outreach budget.
- Draft communications plans inclusive of key messaging, strategies and tactics.
- Drive communications of KS re-organizing efforts in consultation with clients; determine strategies and ensure leadership are well informed of roles, talking points, and Q&A.
- Identify and consult clients on best practices for integrated community outreach and communications planning and implementation.
- Provide crisis and issues management services.
- Media relations

02/07 – 07/13

**Community Relations Specialist - Commercial Real Estate – Kamehameha Schools**

- Facilitate all cultural consultation meetings with lineal and cultural descendants of Kaka'ako; acted as a liaison between KS and the Kaka'ako cultural stakeholders (lineal and cultural descendants); managed communication with Kaka'ako lineal and cultural descendants.
- Coordinate and facilitate meetings of the Kaka'ako Community Alliance – a group created by KS comprised of large and small Kaka'ako landowners, business owners and other stakeholders with mutual interests in preventing legislative and regulatory exactions on Kaka'ako properties.
- Contribute to legislative discussions and community outreach efforts to mitigate harmful legislative outcomes.
- Manage all integrated communications efforts of KS' corporate strategic planning SP 2020 efforts; provided outreach and communications strategies, wrote talking points and presentation scripts for KS' executive leadership incorporating key messages; executed national outreach to Native Hawaiian communities.
- Implemented communications efforts that integrated public relations, community relations, video production, design and production of materials and websites, advertising, marketing, and article writing and strategic placement of articles to promote awareness of KS land-related initiatives.

10/01 - 02/07

**Program Manager – Hui Mālama o ke Kai a program of John A. Burns School of Medicine**

- Create a youth leadership development curriculum steeped in Hawaiian values and oversee its delivery.
- Design and implement approaches to monitor and evaluate student and program progress.
- Supervise professional and paraprofessional employees and community volunteers in daily program delivery of a youth leadership development curriculum steeped in Native Hawaiian cultural values and practices.
- Oversee program service budget and manage program spending.
- Work with community organizations, including schools, libraries and businesses to deliver youth leadership development experiences.
- Prepare comprehensive quarterly reports on the progress of students and means of progress.

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**Education**      **University:** *B.A. in Communications*, University of Hawaii at Hilo  
**High School:** Aiea High School

**Leadership Training**

**Pastoral Leadership Forum – New Hope Leeward, Waipahu, HI**

01/11 – 11/13

- This three-year course is offered by invite only and is designed to develop current and future leaders via secular and orthodox leadership teaching and principles. After the leadership forum is completed, graduates are certified to serve, lead and provide pastoral support to the home church and others as representatives of New Hope Leeward. Training courses involve mandatory, ongoing monthly meetings, blogging, reading, report writing and a 100-hour practicum.

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**Volunteer****Work****Ministry Overseer** – Inspire Church

2017 – Present

- Support youth ministry leader in organizing youth classrooms and volunteer needs

**Ministry Coach** – *New Hope Leeward*

10/12 – 6/16

- Attend ongoing leadership development training related to the development and coaching of leaders.
- Nurture ongoing relationships and coach women who serve as small group leaders in the church.
- Equip and develop each leader so they can facilitate and manage small groups effectively.
- Minister to and edify each leader in a way that will help them reach their leadership and small group goals.
- Support and encourage the growth and development of each leader to transform them into confident and competent coaches.

**Youth Ministry Volunteer** – *New Hope Leeward*

04/09 – 10/12

- Develop and implement lesson plans for middle school children about their faith, individual value and leadership potential.
- Support New Hope West Coast Homeless Ministry in creating a plan for a new youth service program; act as a consultant for youth ministry planning, curriculum development, ministry structure and delivery support for homeless youth in Makahā.

**Youth Ministry Leader** - *New Hope Hawaii Kai*

11/07 – 04/09

- Lead the 5<sup>th</sup> and 6<sup>th</sup>-grade ministry; coordinate schedules, oversee the planning of community events, prioritize budget.
- Develop ministry curriculum and provide all lesson plans to be implemented by the team and myself.
- Assign tasks and job duties, according to talent, to others on a ministry team.

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**Community****Involvement****Board of Directors** – *Hui Mālama o ke Kai Youth Leadership Development Program*

11/18 - present

- Vice Chair

**Native Hawaiian Civic Club** – *King Kamehameha Hawaiian Civic Club*

09/19 – present

*Ka 'Abahui Siwila Hawai'i 'o Kapōlei*

10/12 – 12/18

- Participate in club meetings to plan and draft resolutions that support the advancement of Native Hawaiians
- Fundraise: volunteer at various events to fundraise for civic club scholarship funds