

EDUCATION

Bachelor of Arts, Global Studies (Community Development) - Azusa Pacific University, Azusa, CA Sept 2011 – May 2014
Associate of General Studies, San Francisco State University - San Francisco, CA Sept 2008 – May 2011

WORK EXPERIENCE

Co-Founder & Co-Owner March 2018 – Present

The Gay Agenda Collective, LLC (TGA) - Kapolei, HI

- **Unified Vision across all Businesses:**
 - Combining queer and Native Hawaiian identity, sustainability, inclusivity, and community — translating that into business models (planning, decor rentals, florals, event space).
- **Business Growth & Diversification Driver:**
 - Expanding from event planning (TGA) into rentals (WedCycle Hawai'i), floral design (Haus of Puas), and community event space (THRD HAUS) — creating an ecosystem of complementary services.
 - Haus of Puas floral and lei shop opened in April 2025 in Ho'opili — supporting 20+ farms and lei makers across the pae 'aina
- **Brand Strategist & Steward:**
 - Shaping each company's public voice, values, and identity, and guiding each business's evolution, positioning them for long-term sustainability.
- **Networking & Vendor/Community Relationship Builder:**
 - Maintaining and leveraging relationships across vendor networks, local suppliers, clients, and community stakeholders to support growth and referrals.
- **Community Space Developer:**
 - Cultivating a space (THRD HAUS) that goes beyond business — as a safe, inclusive hub for Communication, Collaboration, and Connection.
 - THRD HAUS opened in April 2025 in Ho'opili as a multipurpose hub for meetings, coworking, pop-ups, workshops, creative collaborations, small parties, and intimate community gatherings.

Property and Community Manager August 2020 – Present

Wakea Garden Apartments at Kalaeloa - Kapolei, HI

- **Tenant and Lease Management:**
 - Handle tenant inquiries, concerns, and requests promptly.
 - Conduct property tours, process applications, and enforce lease terms.
 - Manage lease renewals, rent collection, and rental increases.
- **Maintenance and Vendor Oversight:**
 - Coordinate routine maintenance and address repair requests.
 - Supervise contractors, negotiate contracts, and ensure service quality.
 - Conduct monthly, quarterly, and annual property inspections.
- **Financial and Record Management:**
 - Keep accurate records of leases, maintenance, and financial transactions.
 - Generate weekly and monthly reports for property owners or management.
 - Manage budgets and have maintained a positive net income for the property each year since 2020.
- **Community Engagement and Development:**
 - Foster positive tenant relationships and organize resident events, including our annual holiday party.
 - Address community issues and enhance overall appeal for residents and neighboring communities.
- **Regulatory Compliance and Security:**
 - Ensure compliance with local housing laws and regulations, such as the Kalaeloa Reserved Housing Rules.
 - Address security concerns promptly.
 - Develop and implement emergency response plans.

Business Analyst and Consultant July 2019 – August 2020

State of Hawaii Employer-Union Health Benefits Trust Fund (EUTF) - Honolulu, HI

- **Program Planning and Evaluation:**
 - Plan, develop, coordinate, monitor, and evaluate systems and activities supporting EUTF's programs.
 - Conduct studies and research to identify needs and improve productivity.

- **Policy and Procedure Enhancement:**
 - Evaluate EUTF's policies, procedures, and business processes for functionality and efficiency improvements.
 - Develop and implement plans, policies, procedures, rules, and regulations to streamline business processes.
- **Program Implementation and Maintenance:**
 - Implement program plans and establish new services to streamline business processes.
 - Monitor and maintain current programs and systems for optimal functionality.

Healthcare Employment Advancement Ladder (HEAL) Program Manager and Training Coordinator *Jan 2018 – July 2019*
Housing Works - Los Angeles, CA

- **Program Development:**
 - Developed program structure and implemented strategies for continuous quality improvement.
 - Created training curricula for Community Health Workers.
 - Developed admission-related procedures and materials.
 - Conducted outreach, recruitment activities, and created marketing resources.
- **Workforce Development and Training Delivery:**
 - Created workforce development courses and related materials.
 - Secured external trainers and resources when necessary.
 - Conducted classroom training using diverse instructional modalities, including lecture, role-playing, experiential learning, team exercises, multimedia, visual aids, and handouts.
 - Coordinated employment opportunities with partnering organizations post-training completion.
- **Evaluation and Analysis:**
 - Analyzed evaluations and interpreted trainee and partnership assessments.
 - Revised training programs based on healthcare workforce practice and program improvements.

Empowerment Works Lead Coordinator *Jun 2015 – July 2019*
Housing Works - Los Angeles, CA

- **Empowerment Works Program Development:**
 - Pioneered the development, modification, and organization of the Empowerment Works program.
 - Established project structure, managed data collection and entry, and facilitated partnership collaboration.
- **Project Implementation and Adaptation:**
 - Implemented and adapted the project to align with organizational objectives.
 - Designed for individuals transitioning out of homelessness, focusing on meeting their unique needs and goals.
- **Participant Assistance and Support:**
 - Assisted 15+ participants weekly
 - Conducted initial assessments, created individualized goals and success plans, and offered supportive services to meet goals.
 - Conducted weekly mental health and emotional health check-ins and maintained monthly progress notes.
- **Comprehensive Supportive Services:**
 - Provided a range of supportive services, including job coaching, job search assistance, resume building, mock interviews, vocational and life skills training, academic counseling, and connection to community resources.

Summer Night Lights (SNL) Program Manager *Jun 2014 – Aug 2014*
Mayor's Office of Gang Reduction & Youth Development (GRYD) - Los Angeles, CA

- **Summer Program Coordination:**
 - Planned and implemented evening summer program for professional development and recreation for at-risk youth and families in Ramona Gardens housing development.
- **Collaboration and Outreach:**
 - Collaborated with LAPD, Recreation and Parks, GRYD partners, and the local community.
 - Provided community outreach, fostering partnerships for program success.
- **Supervision and Mentoring:**
 - Daily supervised and mentored on-site staff team of 11 local youth.
 - Ensured fiscal accountability for the program's effective operation.