

Key Skills

- Election logistics & voter outreach
- Accessibility & inclusion advocacy
- Community engagement & public communication
- Procedural governance (Robert's Rules)
- Leadership & team coordination
- Applied management & ethics
- Remote team leadership
- Diversity, equity & inclusion practices

Professional Summary

Strategic and community-driven leader with experience in election administration, voter outreach, accessibility advocacy, and organizational governance. Skilled in coordinating complex logistics, strengthening procedural integrity, engage in diverse communities across Hawai'i. Applied management training, strong ethical grounding, commitment to transparency, and culturally aware public service.

Relevant Experience

FEB 2024-Aug
2025

Public Service & Election Engagement

First Vice County Chairwoman; County Communications Chair; State Rules Committee Member

- Led the statewide "No Can, We Can" initiative to expand voter participation and improve accessibility.
- Coordinated communications, outreach, and volunteer engagement across diverse communities.
- Ensured adherence to procedural standards and supported rulemaking processes.
- Strengthened public trust through transparent messaging and community-centered engagement.

Mar 2013-
Present

Leadership & Administrative Experience

Organizational Management, Spokane, WA & Kailua-Kona, HI

- Managed complex projects requiring cross-team coordination, clear communication, and logistical planning.
- Applied management training in legal issues, ethics, organizational behavior, and remote leadership.
- Advocated for accessible systems and equitable service delivery for voters, seniors, and disabled community members.

Education

2020

Bachelor of Applied Management

Spokane Falls Community College

2011

Associate of Business Administration

American Intercontinental University