



Elizabeth K. Swanson

liz@valtasgroup.com

INTERIM EXECUTIVE DIRECTOR

NON-PROFIT OPERATIONS BOARD DEVELOPMENT EXECUTIVE TRANSITIONS

An accomplished Non-Profit Executive with 30 years of experience, ranging from Executive Director, Development Officer, Board President, and Non-profit Consultant. Serving major universities, non-governmental organizations, public schools, private schools, social service agencies, community organizations, religious organizations, youth agencies, and health organizations.

I am ardent – ‘passionate’ - about nonprofit success and helping organizations achieve their goals. In this, I work with non-profit leaders on their business from the inside out, positioning them for long term success. I do this by quickly assessing and addressing business issues, guiding organizational development, connecting with diverse individuals and groups, and building staff and board capabilities, with a special emphasis on that unique working relationship between Executive Director and Board.

During Her Career, Liz Has Earned a Reputation for:

- Enhancing Board and Staff leadership capabilities by providing the training and tools, and with-it confidence for board and staff to implement their plans.
- Effective Organizational Assessment that drives the creation of sustainable structures and systems toward higher level of programming and financial success.
- Collaborative Leader and Manager, raising the performance bar of staff, volunteers, organizational partners, and program of work.
- Trusted Leader and Advisor, creating inclusive environments that bring team and stakeholders around a shared vision and can-do attitude, and professional business practices.
- Results Oriented, providing focus and know-how to help the team know what they do not know, make the decisions that need to be made, and establish and execute plans.

PROFESSIONAL EXPERIENCES

Valtas Group, Bellevue, Washington

Senior Consultant – 2019 to current

Provide leadership transition and consulting services for social service sector during a time of executive transition.

- Work directly with nonprofit clients, with budgets ranging from \$1.3M to \$27M, as Interim CEO/Executive Director, responsible for all day-to-day operations, finance, budget, board development, organizational advancement, staffing and executive transition support
- Work directly with clients to lead and support executive search and executive transition planning
- Provide training and tools, and with it, confidence for the board and staff to implement their plans

Issaquah Schools Foundation, Issaquah, Washington

Executive Director – 2017 to 2019

Provide executive leadership for \$1.8M, 32-year-old non-profit education foundation for school district with 21,000 students, serving cities of Bellevue, Issaquah, New Castle, Renton, and Sammamish.

- Lead strategic direction, board management and day-to-day operations, programs, and fundraising for the organization. Hire, evaluate and manage 13 staff employees; recruit, develop and manage a 35-member board. Oversee and manage relationship with superintendent and school district.

Key Achievements:

- Made organizational message clearer to better reflect the mission impact and drive donations to the foundation.
- Established a stronger and more collaborative partnership with the School District and PTSA.
- Diversified make-up of the Board of Trustees to better reflect the community being served.
- Branded the Foundation “Apple” which raised the Foundation profile with and financial support from local businesses.
- Revitalized All in for Kids annual giving campaign at a time when campaign could have derailed due to changes in District’s on-line registration process - campaign surpassing goal and achieving 31% increase over previous year; year-end calendar campaign achieved goal, with 184% increase over previous year.
- Built organizational fundraising momentum – YTD income increased 39% over previous year and improved operational structures and efficiencies with YTD 7 % expense reductions.

Swan Arts, Inc. (d.b.a. Plato’s Closet), Issaquah, Washington

Co-Owner – 2002 to 2018

Co-owner of boutique style teen clothing stores, as part of national franchise.

Eastside Friends of Seniors, Sammamish, Washington

Executive Director – 2015 to 2017

Provide executive leadership for \$350,000, 8-year-old non-profit, boutique style senior service provider.

- Lead strategic direction and day-to-day operations, fundraising, and programs for the organization. Hire, evaluate, and manage 8 staff/contract employees, and 3 volunteer-staff. Recruit, develop, and manage a 15-member Board. 420 active clients and 234 active volunteers.

Key Achievements:

- Created a more responsive organization with improved structure, strategic alliances, and company profile, resulting in 23% increase in revenue first 12 months in Executive position.
- Enhanced board leadership and governance practices.
- Opened new relationship channels to expand market reach in service area.
- Laid groundwork for organization to evolve program vision.

Ardent Consulting, Issaquah, Washington

Principal – 2019 to Current

Co-Principal and Senior Consultant – 2012 to 2018

Consultant to nonprofits, focusing clients on attaining goals by leading with values, improving donor and volunteer relations, and enhancing board and staff leadership capabilities.

- Work directly with non-profit executives and board of directors on developing plans to meet leadership and organizational challenges and goals.

Types of Organizations benefiting from services:

- Private childcare education center, youth camps, private foundation, community service organization, health care organization, synagogue, young women’s leadership organization, youth agencies, coaching to local non-profit executive directors.

Organizational Benefits:

- Created and led customized capital campaigns, ranging from \$500,000 to \$5.5M.
- Provided training and tools, and with-it confidence for board and staff to implement their plans towards advancing their mission.
- Created and lead Eastside Executive Director Forum.

DEVELOPMENT EXPERIENCES

The American Cancer Society, Great West Division, Seattle, Washington

Major Gifts Director, 2008 to 2012

University of Washington-Bothell, Bothell, Washington

Director of Development and Alumni Relations, September 2003 to July 2008

The Children's Museum, Seattle, Washington

Director of Development, 2002 - 2003

The Kansas University Endowment Association, Lawrence, Kansas

Director of Corporate and Foundation Support, 1999 - 2000

Director of Development - School of Pharmacy, School of Social Welfare, and Student Affairs, 1994 -1999

Medical Foundation of the UNC-Chapel Hill, Chapel Hill, North Carolina

Assistant Director of Development, Annual Fund and Corporate and Foundation Relations, 1993 - 1994

The Ohio State University, Columbus, Ohio

Director of Development, School of Architecture, 1991 – 1993

VOLUNTEER EXPERIENCES

Eastside ED Forum, Founder/Facilitator, Peer-to-Peer CEO/ED Roundtable

Birthday Dreams, Volunteer Fundraising Consultant

501 Commons Executive Corp, Volunteer Consultant

Rotary Club of Bellevue, Fund Campaign Chair, Inspiration Playground Campaign

Eastside Baby Corner, Founding Board Member, Past Board President

AFP – Eastside Chapter, Past Committee member and Program Co-Chair

The Moyer Foundation, Volunteer Project Grant Coordinator – Camp Erin

EDUCATION and ARTICLES

University of Minnesota Carlson School of Management, B.S. Management/Marketing

Leadership Eastside, Inaugural Class, 2006 – 2008 and Executive Insight, 2015

CASE Conferences, Big Ten Fundraising Institute, and AFP/WA Non-Profit Workshops 1991 to current

Surviving and Thriving during a Leadership Transition, Washington Non-Profit Conference, 2014

Nuances of a Leadership Transition, published, 2014

Board Behavior: Careful, Your Organization's Reputation is Talking, published, 2013

Stewardship: It's More Than Saying Thank You, workshop, 2011