



LAURA SKELTON, MS

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STRENGTHS

Organizational leadership: experienced in successfully leading organizations while serving as an executive director, interim executive director, and board member

Program leadership: over a decade experience developing and leading programs for a variety of organizations, employing related skills of strategic planning, project management, and evaluation

Staff management and development: strong track record of managing staff to successfully increase their leadership capacity, rooted in the belief that staff are often an organization's biggest asset

Writing and editing: authored over 20 published curriculum resources, as well as articles in peer-reviewed journals, newsletters to donors and members, and opinion pieces in news media

Research: significant experience conducting and analyzing qualitative and quantitative research

Facilitation: able to successfully lead groups in staying on track to achieve agreed upon goals

PROFESSIONAL EXPERIENCE

Senior Consultant

Valtas Group, Seattle, WA, November 2019 to present

- **Interim Executive Director, Aurora Commons, July to December 2021.** Hired and supervised staff and implemented a number of new personnel policies. Assisted with fundraising activities including grant applications and reporting, release of the annual report, and a successful year-end appeal. Performed organizational assessment.
- **Interim Chief of Staff, Treehouse, January to August 2021.** Provided administrative support to the CEO, Board of Directors, and various Board committees. Assisted with development of internal policies.
- **Consultant, Northwest Neighbors Network, September 2020 to February 2021.** Led development of organization's first strategic plan and coordinated community outreach, including a public marketing campaign. Led hiring of Program Consultant.
- **Interim Executive Director, City Fruit, January to July 2020.** Stabilized revenues through a peer-to-peer fundraising campaign that raised 200% of budgeted goal, securing new grant funding, and navigating federal COVID relief. Supervised staff and conducted staff reviews. Performed organizational assessment.

- **Interim Director of Operations**, *the Organization for Prostitution Survivors*, November 2019 to March 2020. Coordinated implementation of new personnel manual, investigated personnel complaint, and managed payroll. Led submission of tax return and response to IRS audit. Hired and onboarded new accountant and Director of Operations. Also supported move of the physical office and performed organizational assessment.

Executive Director

Washington Physicians for Social Responsibility, Seattle, WA, May 2014 to May 2019

- Managed statewide nonprofit organization that advocates for policies promoting human health, environmental sustainability, and peace.
- Supported the Board in successfully navigating an organizational turn-around, including building a financial reserve and refocusing programs to better meet organization's mission.
- More than doubled revenue over a five-year period through a variety of strategies including growing individual giving, securing new foundation grants, hosting a variety of fundraising and major donor appreciation events, and establishing a legacy giving program.
- Coordinated annual dinner and fundraiser; increased event revenue by 50% and attendance by 30% over a four-year period.
- Supported programs through strategic planning, policy advocacy, public presentations, grassroots organizing, and hiring and managing program staff.

Interim Executive Director

Facing the Future, Seattle, WA, November 2013 to January 2014

- In partnership with the Board of Directors, provided strategic leadership for national education-focused nonprofit organization during a period of intense change.
- Managed programs and operations as the organization transitioned from a 501(c)(3) into an independent program of Western Washington University.
- Resolved financial liabilities and implemented a budget that successfully stabilized the organization.

Program Director

Alexander Hamilton Scholars, Seattle, WA, May 2012 to August 2013

- Directed curriculum development and delivery for national nonprofit organization that supports high achieving, lower-income young Americans in achieving their personal and career goals.
- Led all programs, including academic year support, internship placement and support, annual scholar selection, and annual leadership summits in Seattle and Guatemala.
- Led the organization's first comprehensive assessment of program success.
- Mentored more than 100 high school and college students located throughout the US.

Program Director

Facing the Future, Seattle, WA, January 2007 to May 2012

- Directed development of curriculum resources for national nonprofit organization focused on providing global sustainability curriculum and professional development to K-12 teachers.
- Managed projects, maintained primary relationships, and coordinated reporting for program-specific grants totaling over \$800,000.
- Represented organization through multiple presentations each year at state, national, and international conferences and educator in-service trainings.

- Established dozens of partnerships with nationally renowned experts and educators.
- Twice yearly conducted program evaluations from thousands of teachers and students.

Classroom Teacher

R. J. Reynolds High School, Winston-Salem, NC, August 2004 to May 2006

St. Luke the Evangelist School, St. Louis, MO, August 2003 to May 2004

- Taught environmental science courses for grades 9-12.
- Taught math, science, and art courses for grades 6-8.
- Provided support services for immigrant students in ESL program.

NONPROFIT BOARD SERVICE

From Hiroshima to Hope

A nonprofit organization dedicated to commemorating the victims of the atomic bombings of Hiroshima and Nagasaki and all victims of war and violence

- Treasurer, 2019 to present

Volunteer Park Trust

A nonprofit organization dedicated to preserving and enhancing Volunteer Park

- Development Committee Chair, 2018 to 2020
- Steering Committee Member, 2017 to 2020

Facing the Future

An organization designed to educate students and teachers about global sustainability challenges and solutions; now an independent program of Western Washington University

- Vice President and Secretary, 2013 to 2014

SELECT PROFESSIONAL DEVELOPMENT

Coaching Essentials

Leadership that Works, 2020

Interim Executives Academy

Third Sector Company, 2019

EDUCATION

Master of Science in Ecology

University of Georgia, Athens, GA, 2002

Bachelor of Arts in Ecology and Society

Hendrix College, Conway, AR, 2000