

EDUCATION & CERTIFICATIONS

LEED Green Associate | 2009

US Green Building Council

Certification in LEED Building Principles and Concepts

Certified Sustainable Building Advisor (CSBA) | 2009

National Sustainable Building Advisor Program (NaSBAP)

Education and Certification in Sustainable Construction Methods and Practices Sponsored by US Green Building Council

Young Executive Program | 2008

Bellevue Chamber of Commerce

Executive Education for Young Business Leaders

Bachelor of Arts | 2003

University of Washington

Business Administration

PROFESSIONAL EXPERIENCE

Sustainability Consulting

Promote sustainable practices through consulting in the construction and green industries.

- Created 600+ page Built Green Construction handbook and generated green construction checklist for local builder association's residential building program. Helped implement program for resort community.
- Reviewed marketing and program management content for non-profit's grant submittal; confirmed submittal met requirements. Client has the potential to receive up to \$100,000 for green professionals' education.
- Generate content and viral marketing material within the social media realm; present material as speaker for local meetings and public events
- Hold prominent board of director and committee positions within the construction and safety industries
- Consult with individuals and building contractors on how to *green* their homes through the use of water conservation, energy efficiency and indoor air quality practices

Project Management

Plan, execute, and close construction projects with primary focus on quality, cost, and sustainability.

- Raised sponsorship for product and cash donations for the *Green Access Home at Suncadia* demonstration home; estimated to exceed \$100,000+. Negotiated substantial cost discounts and sponsorships for showcase *The Built Green Home at Suncadia*, reducing the overall construction cost by 20%.
- Supervised 15 projects; completed the Built Green certification process for each, which led to 3-Star or higher.
- Submitted extensive entry material for national building awards which lead to seven projects with Merits of Honor or top level national awards.

Safety Management

Increase awareness and promote a culture of safety for business owners and safety professionals through safety forums, events and support teams.

- Directed corporate safety program and initiatives; resulted in zero major injuries in 2008 and 2009 and a 3% decrease in Labor and Industry premiums.
- Chair of the *Residential Construction (ResCon) Safety Group* while maintaining and expanding relationships with Labor and Industry professionals and construction industry safety leaders.
- Penetrate safety practices into the construction industry by creating and facilitating safety training and seminars for local building contractors; grew participation from 10 to 30 members in tough economy.

Construction Operations Management

Ensure corporate business operations are efficient and effective to increase overall profitability.

- Assisted President of company with planning, budgeting and strategic planning.
- Liaison for corporate legal and insurance issues; implemented new requirements for trade contractors with 100% successful buy in and participation.
- Managed benefits administration while also maintained personnel policies and employee handbook.

RECENT WORK & COMMITTEE HISTORY

Second Nature

Sustainability Consultant

2009- Present

Grey Lundberg, Inc. (CMI Homes)

Director of Operations

2005 – 2010

Master Builders Association

Built Green Executive Committee,

ResCon Safety Group Committee,

& Former BIAW State Director

2006 – Present

Coldwell Banker Bain Commercial

Real Estate Project Coordinator

2003 – 2005