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**Professional Experience**

**Carnegie Mellon University**

*January 2020 – present  
(Pittsburgh, Pennsylvania)*

**Director, The Sustainability Initiative, January 2022 – present**

**Executive Fellow, The Sustainability Initiative, January 2020 – January 2022**

- Implement Carnegie Mellon University's (CMU) commitment to incorporate the Sustainable Development Goals into the institution's education, research, and operations.
- Primary author of world's first Voluntary University Review, making CMU the first university to report on its implementation of the Sustainable Development Goals and inspiring other universities to join us.
- Manage programming in the Sustainability Studio to connect the CMU community across disciplines.
- Established and manage CMU's Threatened Scholars program to host academics who cannot practice their discipline in their home country.
- Represent CMU in city, university, and community foundation networks to advance the Sustainable Development Goals.
- Advise the Nexus on Civic Engagement, the Community Engagement Fellows, and other partners on how to incorporate sustainability into their programs.

**New York City Mayor's Office for International Affairs**

*June 2017 – December 2019*

**Senior Program Director, Global Vision | Urban Action**

*(New York, New York)*

- Created and launched the world's first Voluntary Local Review, making NYC the first city to report directly to the United Nations on its local implementation of the Sustainable Development Goals. The award-winning report earned worldwide media coverage, and over 330 cities have committed to producing similar reports.
- Developed and executed a long-term strategic plan for the Office's sustainable development program.
- Built partnerships between NYC agencies and the international community designed to both highlight NYC's sustainability innovations and identify opportunities for NYC to learn from others in the field.
- Established a network of contacts throughout City government and institutions, the United Nations, Permanent Missions, and foreign Consulates in order to drive partnerships and generate substantive commitments and action on sustainable development in NYC and around the world.
- Promoted NYC's work by speaking at events and writing blog posts, academic articles, and other materials.

**PAX**

*September 2012 – May 2017*

**Representative to the United Nations**

*(New York, New York)*

- Established and managed the United Nations (UN) liaison office in New York, with a focus on the protection of civilians in Syria, Iraq, and South Sudan as well as humanitarian disarmament and peacebuilding.
- Built network with the UN community, including diplomats, the Secretariat, UN agencies, civil society organizations, and think tanks to advocate for people-centered approaches to the protection of civilians.
- Together with PAX program staff in the Netherlands and partners in Syria, Iraq, and South Sudan, translated local civic engagement program activities into successful policy strategies at the UN.
- As a founding member of the New York Peacebuilding Group, worked to strengthen the role of civil society at the UN on peacebuilding, and to create space for dialogue and collaboration with the UN and member states.
- Oversaw civil society conventional weapons interventions for UN General Assembly First Committee.
- Wrote, edited, and delivered speeches, policy briefs, press releases, and related advocacy documents.
- Managed office administration, annual work plans, and reporting, and hired and trained interns.

**Independent Consultant***November 2011 – July 2012***Gender Consultant, Balamand University***(Beirut, Lebanon)*

- Conducted qualitative analyses of gender development projects in Lebanon.

**Social Media and Communications Consultant, Legacies of War**

- Developed a communications campaign to raise awareness about the US Vietnam War-era bombing of Laos.

**International Campaign to Ban Landmines – Cluster Munition Coalition***April 2010 – October 2011***Representative***(Vientiane, Laos, and then Beirut, Lebanon)*

- In Laos and then in Lebanon, represented a global civil society coalition with nearly 400 member organizations working in about 100 countries to ban cluster bombs.
- In politically complex environments, established relations with the host government and military, the UN, the International Committee of the Red Cross (ICRC), foreign embassies, and national and international non-governmental organizations (NGOs) to facilitate civil society participation in the first and second global meetings on the Convention on Cluster Munitions.
- Coordinated with all partners to develop and implement strategic action plan promoting the global treaty.
- Managed overall budget, from raising funds to financial reporting.
- Wrote and edited proposals, reports, press releases, and other documents as required.
- Managed two staff in Laos as well as numerous consultants.

**United Nations Development Programme (UNDP) – Cambodia***September 2007 – March 2010***Mine Action Communications and Advocacy Officer***(Phnom Penh, Cambodia)*

- In partnership with donors, civil society, and UN agencies, designed and implemented strategy for UNDP Cambodia's US\$25 million multi-donor mine action program to develop the communications and management capacity of the national mine action authority.
- Advised national mine action authority on socio-economic planning mechanisms to ensure the poorest and most vulnerable benefit from landmine clearance and victim assistance, and conducted regular field visits to monitor project activities.
- Represented the program at national and international meetings, and cultivated relationships with media to ensure thorough and accurate coverage of mine action.
- Produced art exhibit and documentary film with ten Cambodian artists and four landmine survivors which was displayed at the UN in New York as well as in Cambodia and Colombia.
- Hired and managed photographers, filmmakers, curators, translators, and interpreters.
- Wrote and edited press releases, articles, proposals, and reports.

**DAI***November 2005 – August 2007***Senior Project Associate***(Bethesda, Maryland, with international travel)*

- Liaised with international development partners, national authorities, and UN agencies to coordinate pandemic preparedness capacity development projects in 22 countries for U.S. Agency for International Development (USAID) projects worth US\$21 million.
- Planned and implemented trainings for more than 700 participants in 10 countries, and provided home office support for an additional 12 countries.
- With as little as one week's notice, arrived in country to identify key partners and manage short-term field operations, including hiring and deploying of more than 50 consultants.
- Performed research and developed immediate action plans in response to emergency situations.
- Wrote and edited reports, articles, and proposals and advised USAID missions on media relations.

**Center for Neighborhood Technology  
Princeton Project 55 Fellow**

*July 2002 – August 2003  
(Chicago, Illinois)*

- Conducted outreach for the nation's first market-based electricity pricing program as well as Chicago's first car-sharing program, and served as fellow in Princeton Project 55 to promote civil society.
- Developed brand identity, wrote press releases, organized public events, and managed bilingual (English/Spanish) advertising campaigns. Established and maintained system to monitor outreach success.
- As a Princeton Project 55 Fellow, cultivated relationships with area non-profit leaders, planned and attended weekly seminars with local non-profits, and placed fellowship applicants for the following year.

**Volunteer**

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**Rivers of Steel** *2021 - present*

- Historic preservation of the Carrie Blast Furnaces.

**Allegheny County Transit Council** *2021 - present*

- Member of group advocating for improved regional transit in Allegheny County.

**Legacies of War** *2013 - 2021*

- Longtime volunteer. Joined the Board in 2017 and elected Board Chair in 2019.

**Education**

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**Hunter College, City University of New York** *2019*  
**Master of Science:** Urban Policy and Leadership (Honors) *(New York, New York)*

**Jagiellonian University** *2004*  
**Master of Arts:** Central and Eastern European Studies *(Krakow, Poland)*

**La Fondation nationale des sciences politiques** *2000 – 2001*  
**Exchange Program** *(Paris, France)*

**University of Chicago** *1998 – 2002*  
**Bachelor of Arts:** International Studies (Claire Dux and Charles H. Swift Scholar) *(Chicago, Illinois)*

**Languages**

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- Native English; advanced French (UN Language Proficiency); conversational Polish; and basic Arabic and Khmer