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BAC-9722

Contact Information

Contact Name	Shellonda Grant	Home Address	[REDACTED]
Preferred Phone	[REDACTED]	Home City	[REDACTED]
Preferred Email	[REDACTED]	Home State	CO
Other Phone		Home Zip	[REDACTED]
Other Email		County	United States
DOB	[REDACTED]	Hispanic or Latino origin or Descent?	No
Gender	Female	Race/Ethnicity	African American
Other Gender		Other Ethnicity	
Title		Salutation	
		Pronouns	She/Her/Hers

Application

Board Information

Work Information

Additional Information

Are you a registered voter?		Objection to appointment?	No
If so, what county?		Special Information	
Denver City Council District No	Lives outside of the City and County of Denver	Registered Lobbyist	No
Conflict of Interest Explanation		Conflict of Interest	No

Education and General Qualifications

Name of High School		Name of Graduate School	
Location of High School		Location of Graduate School	
# of Years Attended High school		# of Years Attended Graduate School	
Did you Graduate High School	Yes	Did you Graduate Graduate Major	
Name of College			
Location of College			

of Years Attended
College

Did you Graduate
College

Undergrad Major

Reference Details

[Redacted]
[Redacted]

[Redacted]
[Redacted]

[Redacted]
[Redacted]

[Redacted]
[Redacted]

[Redacted]
[Redacted]

[Redacted]
[Redacted]

Agree to a background check

[Redacted] [Redacted]

[Redacted] [Redacted]
[Redacted] [Redacted]

Notes & Attachments

7442.jpeg

Shellonda Grant's Bio copy.pdf

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Last Modified Denver Integration
Description
[View file](#)

Type Attachment
Last Modified Denver Integration
Description
[View file](#)

SPG Resume'.pdf

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Last Modified Denver Integration
Description
[View file](#)

Applicants History

12/15/2024, 4:33 PM

User Munique Moore
Action Changed Status from New to In Progress.

12/13/2024, 11:42 PM

User Denver Integration
Action Created.



A dynamic and results-oriented leader with over a decade of experience driving organizational growth and innovation. Proven expertise in strategic planning, fundraising, stakeholder management, and marketing. Strong background in partnership development, leading cross-functional teams, and optimizing resources to implement transformative initiatives that achieve both long-term and short-term goals. Adept at cultivating donor relationships, enhancing brand visibility, and fostering a collaborative environment to maximize impact. Skilled in elevating communications strategies and aligning development efforts with the mission of empowering communities and serving those in need.

SKILLS:

Analytical skills, critical thinking skills, database developing skills, data governance skills, research and analysis skills, business administration skills, excellent communication skills, strong multi-tasking skills, strategic planning skills, fundraising skills, marketing skills, CRM management skills, project management skills, leadership skills, team management skills, networking skills, budgeting skills, stakeholder management skills, human resources' skills, organizational skills, technical writing skills, detail oriented and have an high level of responsibility and accountability.

WORK EXPERIENCE:

Director of Sales/Legal

Olson Law Firm
Golden, CO

February 2023 – December 2023

By the 2nd quarter, sales progressed by 11% and by the 3rd quarter sales increased 23%. Created sales database from scratch, analyzed, planned and designed documents; created and designed documents for brand awareness, conducted market research. Managed sales pipeline; tracked sales metrics, such as sales forecast, sales projections, AAGR, CAGR, win rate, loss rate, quota attainment, conversion rate, customer retention rate, created surveys for customer insights, lead response time, sales cycle length, net promoter score, conducted comparison analysis against national data. Managed CRM system and ran key reports. Worked closely with the CFO to present our sales metrics; and, to give important insights to show the company's sales goals are met and that the sales team is working effectively

Director in Hospitality

NFC Amenity Management
Denver, CO

September 2021-February 2023

Oversaw multiple departments and properties: liaison between regional director, area director, property managers, all departments of operation, and vendors to ensure residents' needs were met in a timely fashion; adjusted between a variety of databases for different properties; efficiently completed projects; exported key reports for audits and quality assurance; requested client surveys for enhance overall online appearance; I explained company benefits for temporary, seasonal, part-time and full-time employees; assisted with new client acquisition, conducted market surveys and answered market surveys for local competitors; planned, coordinated and directed the administrative functions; extensive training on policies, procedures and protocol for labor and employment laws and regulations; trained on fair housing rules and regulations; Trained on LDR's. Responsible for team schedules, time, event planning and team building; conducted new employee orientations and employee reviews; analyzed and reviewed employee work quality and interactions with demanding clientele through conducting sit-alongs and file reviews; counseling and mentoring employees through life changes, performance improvements and conflict resolutions; conducted employee reviews; recruited, interviewed and trained new employees;

Senior Marketing Team Leader

Barbizon USA
Jackson, MS

September 2010-2017

Planned events in a professional and organized manner; recruited, assisted with interviews and trained new employees, traveled: 51%; managed teams, timesheet management, fostered healthy work environment; aligned organization policies with legal contractual requirements; ensured all employees abided by by-laws of the corporation; and conducted employee evaluations, event reports and sales metric reports.



[Redacted contact information]

Education

Holmes Community College
Associate's Degree in Mathematics

Volunteer

Malachi Leadership Youth Ministries January 2013-December 2020
Desktop Publishing, social media marketing, fundraising, direct mail marketing, created and managed databases, data entry, personnel, and counseling.

Certifications

Udemy Financial Forecasting, Modeling and Risk Management October 15th, 2024
IBM Python for Data Science, AI & Development March 18th, 2024
American Academy of Professional Coders Medical Terminology October 2019

Skills

Certified Notary Public of Colorado State of Colorado
October 26, 2021-October 26, 2025

SHELLONDA GRANT



BIOGRAPHY

My name is Shellonda Grant, and I am a results-driven professional with over a decade of experience in leadership, strategic planning, and community engagement. As the youngest of six children, I have always valued collaboration, resilience, and the importance of lifting others up.

Having lived in Colorado for nearly four years, I am deeply passionate about contributing to the growth and success of my community. I aspire to join the Denver African American Commission Board because its mission to address systemic disparities and advocate for equitable policies aligns perfectly with my personal and professional values. I am eager to bring my innovative ideas, dedication, and strategic perspective to support initiatives that empower the African American community in Denver.

Professionally, I've developed a strong background in recruitment, operational leadership, and stakeholder engagement. As Director of Hospitality at NFC Amenity Management, I streamlined hiring processes, optimized team operations, and ensured compliance using advanced systems like ADP. These experiences taught me how to lead with precision, foster collaboration, and deliver meaningful results.

I believe my expertise and passion for equity-driven change would make me a valuable asset to the board, helping to drive initiatives that inspire progress and create lasting impact.

Thank you; and I look forward to hearing from you,

Shellonda Grant

