

SARAH C. WOLFGRAM

3124 S Elmira Ct ♦ Denver, CO 80231 ♦ 720.838.9620 ♦ scwolfgram@gmail.com

SUMMARY OF PROFESSIONAL QUALIFICATIONS

Skilled nonprofit executive with 15+ years' experience (9 years in management) including:

- Strategic and business planning
- Fundraising and communications
- Staff management, coaching, team-building and supervision
- Volunteer recruitment, training, management and evaluation

Transformation-oriented professional motivated by growth and positive change:

- Visionary and inclusive leadership style, highly tuned to mission and best practices in the field
- Exemplary written communication skills and warm, confident presentation skills
- Steady and even personality with ability to make mindful decisions in stressful situations
- Emphasis on building strong relationships and collaborative process

EDUCATION

- Master's in Nonprofit Management, Regis University, May 2005
- B.A. in Philosophy and Theology, Wartburg College, December 1998

EXPERIENCE

Community Shares of Colorado

2014-Present

- *Director of Philanthropic Partnerships*

Oversee philanthropic partnerships and fundraising outside of workplace giving to support the programs and operations of Community Shares. Build meaningful community connections on behalf of our 100+ member agencies. Lead new business efforts for employee giving campaigns. Develop and support corporate philanthropy programs with small- and medium-sized businesses. Execute all aspects of fund development program including grants, sponsorships, annual giving, direct mail, events, major gifts and planned giving.

Family Star Montessori School

2013-2014

- *Director of Development*

Led all fundraising and marketing for Montessori School with two locations in Denver serving children aged 2 months-6 years from 70% low-income families. Responsible for \$650,000 of annual fundraising on \$4.2 million annual budget. 95% retention rate for existing donors and 30% acquisition rate for new donors. Raised more than \$100,000 in new/lapsed foundation support and a new \$90,000 grant (\$30,000 for 3 years) from Tony Grampsas Youth Services (TGYS). Led annual event totaling more than \$100,000 in gross revenue from sponsorships, individual gifts and pledges, the largest return in organization's history. Integrated consistent fundraising messaging into cross-functional teams within the centers and trained staff on messaging. Launched corporate volunteer program with three groups (totaling more than 100 volunteers) recruited to provide facilities and program assistance for 2014. Oversaw production of direct mail, annual report, newsletter and social media. Supported recruitment and enrollment with materials and messaging for prospective families. Hosted monthly tours of each center for community members, new staff and prospective parents.

Nonprofit Consulting Services

2002-Present

- *Consultant*

Provided consulting services in strategic planning, infrastructure development, board development, fundraising, grant writing and marketing. In addition to clients obtained independently, also acted as project consultant for Randall Funding & Development and Richard Male & Associates. Clients included AIDS Medicine and Miracles, Bluff Lake Nature Center, City and County of Denver, Ed and Ruth Lehmann YMCA, El Comité de Longmont, Family Resource Center Association, Focus Points Family Resource Center, HomeAid Colorado, Maria Stopes International, Mary's Hope, PHAMALy, Social Venture Partners Boulder and others.

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HomeAid Colorado

2012-13, 2006-08

- *Director of Communications and Outreach* 2012-13 (Part-time)
- *Director of Development* 2006-08 (Full-time)

Develop and maintain the branding and key messages of HomeAid Colorado in print, electronic and presentation formats. Write content and manage design with contract public relations firm, printer, graphic designer and web designer. Develop fundraising materials including grant proposals and reports, gold key corporate donation program, annual fund campaign and events. Worked with a board of directors of high-level executives to recruit corporate sponsors and secure major individual gifts (\$1,000+). Oversaw fundraising and program events including managing volunteers, budget, sponsorships, contracts, vendors and event coordination. Created volunteer committee of young professionals to lead community initiatives including HomeAid Cares (volunteer) days and drives.

Mercy Housing

2008-11

- *Vice President, Mountain Plains Resident Services/Resource Development* 2010-11
- *Director, National Resource Development* 2010
- *Director, National Corporate and Foundation Relations* 2008-10

Mountain Plains: Synthesized fundraising and program teams to improve resident service delivery at 39 properties in seven states. Directed fund development for region, totaling over \$1 million of annual philanthropic revenue including foundations, corporations, federal grants and individual giving. Led interdepartmental planning with local teams to drive regional business plans and promote transparency and collaboration. Linked staff goals and objectives to strategic and business plans to drive high performing team of six direct reports and 26 staff. Negotiated resident service contracts with outside providers at properties lacking onsite staff.

National Office: Reenergized national corporate and foundation relations program to increase national funding and improve cooperative efforts with eight regional offices. Increased grant pipeline by 250%. Led regional and national staff to create strategies to approach national and multiregional corporations, and piloted efforts to raise national and multiregional grants for resident services. Met 113% of revenue goal with \$1.8 million raised annually. Leveraged national corporate partnerships with local volunteer and giving initiatives. Supervised three direct reports.

Yoga for the People

2008-2012

- *Volunteer Director of Operations*

Co-founded Yoga for the People, a volunteer-driven organization to connect yoga instructors with communities in need to provide yoga at schools, shelters, community centers and nonprofit organizations. Established YFP as a 501c3 nonprofit organization, built a board of directors, developed education/training, volunteer, and service programs. Conducted quarterly volunteer trainings and workshops on teaching yoga to at-risk communities. Led team of volunteer instructors and managed 30+ nonprofit sites for ongoing classes. Ran program and fundraising events and built partnerships with local yoga teacher trainings to recruit new teachers for apprenticeship program. Maintained accounts in QuickBooks Nonprofit Edition and was responsible for accounts payable and accounts receivable. Filed annual documents to maintain nonprofit status. Raised seed funding to support program operations. Oversaw interns from DU School of Social Work.

Women's Crisis & Family Outreach Center

2005-06

- *Director of Development*

Conducted full assessment of development activities and wrote strategic fundraising plan to support the \$945,000 annual budget. Created and led the Speaker's Bureau, including volunteer recruitment and training, curriculum development, speaking engagement assignments and evaluation. Supervised two direct reports and provided program oversight for 150+ volunteers.

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The Adoption Exchange

2004-05

- *Manager of Grants and Research*

Oversaw grant writing/workplace giving for \$3.1 million annual budget with staff in five states. Solicited a new five-year grant of \$400,000 annually to create the Colorado Post Adoption Resource Center.

Denver Center for Crime Victims

2000-04

- *Fundraising/Public Relations Coordinator* 2002-04
- *Fundraising Coordinator* 2000-02
- *Administrative Assistant* 2000

SafeHouse Denver, Inc.

1999-2000

- *Children's Shelter Advocate*

PROFESSIONAL ACTIVITIES AND AFFILIATIONS

- Association of Fundraising Professionals, Member #01015133, Jan. 2004-Present
- Graduate, Partners in Leadership Program – Anti Defamation League, 2006
- Trainer, MOSAIC – Cultural Competency Training for Victims' Service Providers, 2003-2006
- Presenter, National Council of Negro Women Annual Leadership Conferences 2003 and 2004

COMMUNITY ACTIVITIES

- Certified Yoga Instructor, 2008-Present
- Volunteer Director of Operations, Yoga for the People, 2008-2012
- Board of Directors member, Young Philanthropist's Foundation, 2007-2010, 2014-Present
- Board of Directors member, Project Salvador, 2005-2006
- Board of Directors Member, People With AIDS Coalition Colorado, 2000-2002