



PROFESSIONAL SUMMARY

Maxwell is an experienced strategist, business development lead, and project/portfolio management professional with hands-on experience managing consultants, designers, IT specialists, and healthcare workers, and executing consulting, design, and IT projects. He is a whole-brain thinker, applying analytical and creative approaches to investigate, ideate, and illuminate solutions to problems. His core professional domain is in delivering DoD IT systems reengineering, business process mapping, and related strategic stakeholder communications, as well as internally facilitating the competency, coordination, financials, and effectiveness of staff, projects, and portfolios.

SKILLS & CORE COMPETENCIES

- Project and Portfolio Management
- Mentorship, Leadership
- Business Development
- Federal, State, and Commercial Contracting
- Subcontracts and Partner Management
- IT Systems Strategy and Implementation
- Digital Transformation Leader
- Integration and Translation of Technical Information
- Applied Design Strategy
- Strategic Communications
- Change Management
- Business Process Mapping
- Industrial Design
- Graphic Design

EDUCATION

- B.A. Mathematics and Visual Arts, Bowdoin College, 2015

CLEARANCE

- DoD Secret

EXPERIENCE

November 2016 – Present

DoD Portfolio Manager & Business Competency Lead, Throughline, Inc.

- Create and lead integrated approaches to methodologies, values, and consistency across the DoD portfolio, building a culture of teamwork, project management excellence, and solution delivery.
- Develop new business, manage execution teams, and work across current projects in DoD, FedCiv, and Commercial portfolios, providing subject matter expertise and operational knowledge to improve effectiveness and efficiency.
- Exert influence across organizational levels to drive long-term growth strategy, dynamically support peers, and develop staff.
- Provide direct support to ASN RDA, various Admirals, CIOs, SESs, and other leaders across Navy, Army, Air Force, DISA, DSCA, and MSC; USPS and State Department; Amazon, Cisco, and Deloitte.
- Integrate AI custom-trained model into business development and contracting workflows.

July 2015 – November 2016

IT Project Manager, Epic Systems

- Utilized the design research process to capture client requirements and facilitate organizational IT change management.
- Managed a team of five senior analysts conducting business process reengineering and change management.
- Facilitated strategic communications between medical staff, IT professionals, and executives at over 14 organizations.

May 2013 – July 2015

Business Analyst, Atayne, LLC

- Applied technical expertise and skills to implement business solutions for the design and manufacturing business processes, including communications and change management with production partners.
- Implemented new methods of Strategic Communications for customer engagement through social media and at expos.

EXTRACURRICULARS

- Maxwell enjoys thinking about how to improve the world around him; spending time with his wife and daughter; creating and fixing utilitarian products; market gardening; and developing a deeper understanding of flavors and culinary chemistry.
- He has managed construction projects and contributed to the completion of many Habitat for Humanity homes.
- He participates in neighborhood beautification efforts including project planning, lobbying local government, and executing gardening projects at local parks and community organizations.

