

# **RESUME**

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## **Professional Profile:**

A highly skilled and creative senior project/program manager who has experience in a broad spectrum of businesses (medical, commercial, and non-profit) and possesses a strong technical and organizational background. 20+ years of PM experience, including leading international teams and proven track record with satisfied business customers. In parallel, she has maintained a career as a speaker, writer, and podcaster.

## **Education**

BA Earth Science, UNH, MS Computer Science, Rivier College. Project Management Training.

## **UNH, College of Engineering & Physical Sciences (CEPS), 2022 to Present\*** ***Assisting with Strategic Goal Setting and Alumni Outreach***

Working with the Development Team for CEPS – drafting timeline for strategic goals and creating a podcast for Alumni Outreach.

## **Course Development, June 2022 to Present**

### ***Project Management Consultant & Content Developer***

Developing a unique approach to Risk Management and working with a management training team to draft a multi-part course for project managers.

## **Healthcare Company (North Carolina) May 2021 to Dec 2021**

### ***Senior Project Manager***

Managed enhancements and updates to a provider database, enabling national access. Worked closely with vendor to create a plan for data migration and data cleansing. Acted as a liaison to development teams and worked closely with senior management, drafting goals and activities.

## **MindEdge, Fall 2021**

### **Content and Video Development**

Drafted and was “recorded” discussing multiple project management examples, to create around 1 hour’s worth of content. These video segments were integrated into the MindEdge project management courses.

**Steward Health Care, March 2018 to Feb 2021**

***Program/Project Manager***

Managed multiple projects in a variety of areas, supporting Steward Health Care across their national hospital system. Medically focused projects included: telehealth, an EMR upgrade, and nurse call systems. Managed the project portfolio analysis for all of Steward Health Care.

**National Museum of American Illustration (Newport, RI), 2017-2019\***

Drafted grants for multiple RI state agencies, requesting building improvements, ADA access and enhanced lighting. Some modifications to website and mission statements.

**HealthCare Administrative Solutions (HCAS), Oct 2017 to Feb 2018**

***Senior Project Manager***

Managed a detailed RFP process to provide cost-saving & shared services for a Massachusetts health insurance consortium. Responsibilities included: Coordinating processes and communications with executive leadership and Massachusetts medical interest groups. Managed prospective vendor engagement to ensure their products met national/state regulatory standards.

**Project Management Institute (PMI) Mass Bay Chapter, 2006-2013\***

**Board of Director – VP**

Served as both VP of Professional Development and VP Of Volunteers. Managed strategic initiatives for a 2000-member organization to both enhance training and professional certifications and ensure sufficient volunteer staffing.

**Boston Medical Center, Dec 2015 to Sept 2017**

***Senior Project/Program Manager***

Managed the creation of a clinical data repository system, connecting through Epic to a 3<sup>rd</sup> party web-based interface, which provided access to high quality and homogenous archived medical records. Managed the revision of a large-scale external website and helped facilitate cloud hosting capabilities.

**Fresenius Medical Care, North America, 2015**

***Senior Project/Program Manager***

Managed a multi-phase program to produce a sophisticated, enterprise-wide Business Intelligence application (with Tableau BI software). Additional tasks

included integration of a complex user-authentication process to facilitate data view filtering.

### **Harvard Pilgrim Health Care, 2013 to 2015**

#### ***Senior Project/Program Manager***

Managed large-scale program implementations as well as implementing customized products for specific market segments. Managed cross-functional teams for all operational aspects of products, benefit design, and IT functionality for specific products which insured integrity and usable customer interfaces.

### **Blue Cross Blue Shield of Massachusetts, 2006 to 2013**

#### ***Senior Project Manager***

Senior Project Manager on 14 different projects over 7 years. Managed 3 projects from vendor selection through project construction and launch, with highly satisfactory results from business partners. Projects included database tracking of member health conditions and implementation of national Blue Cross Association software.

*Previous Employment:* manager in a commercial software company and working on a graphics project at Harvard Smithsonian Center for Astrophysics.

#### **Consultations:**

Massachusetts Emergency Management, Univ. of New Hampshire, Boston College, Chronicle Evening Magazine (Boston), MindEdge (Video training), National Museum of American Illustration.

#### **Writing & Speaking:**

Over 20 publications in local magazines and newspapers, including Boston Magazine. Numerous presentations at professional conferences, historical societies, museums, and libraries, with topics both in management and history.

Please refer to these links at her website for further details on [Writing](#) and [Speaking](#).

#### **Podcasting:**

To date, 15 full-length history-focused podcasts, with a 4.9 out of 5.0 rating from Apple Podcasts.

**Note:** Positions with a “\*” indicate a position as a volunteer.