

C. MICHAEL ROBINSON

SENIOR GOVERNMENT EXECUTIVE | ORGANIZATIONAL LEADERSHIP | RISK & OPERATIONS

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EXECUTIVE PROFILE

Senior public-sector and nonprofit executive with 15+ years of progressive experience spanning municipal administration, legislative operations, organizational governance, community development, education systems, workforce programming, and strategic consulting. Leads through institutional change, financial pressure, executive transition, and elevated governance risk while translating complex public mandates into measurable operational systems.

Career record includes management of a \$10.2 million municipal budget, fiscal stabilization and workforce restructuring, legislative and constituent-service operations, national nonprofit board leadership, executive recruitment, intergovernmental affairs, and the design of governance structures that improve accountability, continuity, and mission execution.

CORE LEADERSHIP CAPABILITIES

Executive Operations • Municipal Administration • Board & Corporate Governance • Fiscal Stewardship • Strategic Planning • Risk & Compliance • Organizational Restructuring • Government Affairs • Legislative Strategy • Executive Transitions • Stakeholder Engagement • Program & Portfolio Management

SELECTED EXECUTIVE IMPACT

\$10.2M Municipal budget developed and implemented	\$1.1M Surplus directed to capital needs and contingencies	42% Payroll expenditure reduction within 90 days
\$74K State strategic-planning grant secured	\$6M+ National nonprofit capital campaign oversight	68K+ Residents served through legislative operations

EXECUTIVE EXPERIENCE

- Troubadour Solutions** | Philadelphia, PA 2020–Present
Founder & Principal Consultant
 - Advise government agencies, elected officials, nonprofit boards, and mission-driven enterprises on governance, legislative strategy, organizational restructuring, executive transitions, operational design, and strategic planning.
 - Lead multi-stakeholder engagements from assessment through implementation, aligning governance models, staffing structures, workflows, and performance measures with institutional priorities.
 - Support newly formed and transitioning boards with bylaws, fiduciary frameworks, committee structures, strategic development plans, executive recruitment, and leadership-capacity tools.
- Borough of Collingdale** | Collingdale, PA 2024–2026
Borough Manager / Chief Administrative Officer
 - Developed and implemented the FY2025 budget totaling \$10.2 million, directing a \$1.1 million surplus toward critical capital infrastructure, contingency planning, and municipal stabilization.
 - Reduced payroll expenditures by 42% within 90 days through targeted administrative changes while limiting workforce reductions to 20%.
 - Secured a \$74,000 Strategic Management Planning Program grant to support the Borough's first five-year financial plan and strengthen long-range fiscal management.
 - Improved data management, documentation standards, fiscal controls, and institutional workflows while coordinating intergovernmental responses to longstanding operational and community-relations challenges.
 - Advanced workforce inclusion through historic hires in law enforcement and code enforcement that more closely reflected community demographics.

BOARD & NATIONAL NONPROFIT LEADERSHIP

- Black & Pink National** | United States 2024– 2026
Chair Emeritus (2026) | Board Chair (2025–2026) | Director (2024–2026)
 - Provided senior governance oversight and institutional continuity for a national nonprofit serving LGBTQ+ and HIV-positive people impacted by the criminal legal system.
 - Expanded the Board of Directors from 8 to 13 members and established standing committees to improve representation, accountability, fiduciary discipline, and strategic focus.
 - Led adoption of a chapter-reincorporation framework designed to align local affiliates with a revised national charter and common governance standards.
 - Provided fiduciary oversight for a \$6 million-plus capital development campaign supporting transitional housing and a community center; engaged foundation, major-donor, and public-sector stakeholders.
 - Supported executive recruitment, leadership transitions, bylaw interpretation, compliance-risk identification, annual board reorganization, and corrective-action planning.

GOVERNMENT & LEGISLATIVE LEADERSHIP

Pennsylvania House of Representatives | Philadelphia, PA

2023–2024

Director of Constituent Services

- Designed and implemented constituent-service protocols for a district of more than 68,000 residents, integrating multi-channel communications, case management, CRM data, and demographic analysis.
- Researched legislation and policy related to Judiciary, Commerce, Agriculture, education, workforce development, cannabis policy, and LGBTQ+ equality; translated findings into recommendations for elected leadership.
- Built advocacy campaigns and needs-based programs with state, local, nonprofit, and community partners, increasing LGBTQI+ organizational engagement by 30% in HD200 and 200% in HD192.

City of Philadelphia — City Council | Philadelphia, PA

Jan–Aug 2023

Deputy Chief of Staff | Director of Community Engagement & Constituent Relations

- Led strategic planning and daily office operations across constituent services, legislative affairs, budget management, staff performance, community engagement, and external partnerships.
- Directed neighbor-service staff, volunteers, and interns; launched mobile constituent services, block-organizing support, youth civic-engagement programming, school partnerships, and community-event operations.
- Conceptualized § 11-700, “Traffic Calming Measures for Schools,” and advised on policy development, stakeholder communications, and intergovernmental implementation pathways.

(Contract) New River Presbyterian Church — Presbyterian Church (U.S.A.) | Philadelphia, PA

Jan–May 2023

Director of People Experience & Operations

- Supported the operational and people-management requirements of the convergence of First African, Calvin, and Good Shepherd Presbyterian Churches into a unified institutional structure.

Pennsylvania House of Representatives | Philadelphia, PA

2021–2023

Director of Equitable Development | Director of Constituent Services

- Established constituent-facing standards and community-stakeholder systems spanning residents, registered community organizations, nonprofits, small businesses, and public agencies.
- Developed programming and policy research focused on equitable development, secondary and post-secondary education, workforce development, and youth advocacy.

EDUCATION SYSTEMS & PROGRAM OPERATIONS

School District of Philadelphia | Philadelphia, PA

2021

Executive Assistant to the Assistant Superintendent | Supportive Services Assistant

- Supported the Superintendents of Learning Networks 12 and 13, communicating school-operational information and executive directives to more than 100 school-based administrators.
- Processed performance and operational data, created pivot tables and charts, coordinated onboarding, and managed district and state deadlines, executive schedules, and cross-network communications.

(Contract) Chester Upland School District | Chester, PA

Mar–May 2021

Temporary Executive Assistant to the Superintendent

- Provided executive administrative and operational support to the Superintendent during a high-demand transitional assignment.

Phipps Neighborhoods | Bronx, NY

2019–2020

Interim Program Director | Youth Advocate | Client Navigator & Operations Assistant | Field Liaison

- Managed and supported publicly funded adult-literacy, opportunity-youth, and Summer Youth Employment Program contracts serving Bronx residents and more than 600 young people annually.
- Assessed program operations and data, supervised instructors, administered TABE examinations, facilitated workforce-development curriculum, and provided participant case management and advocacy.
- Supported a division of 13 publicly and privately funded programs; authorized payroll for 100–150 employees, coordinated executive communications, and maintained purchasing, invoicing, referral, and outreach systems.

ADDITIONAL EXPERIENCE

Project Consultant

Confidential Independent Media Company | 2018–2019

Assistant Stage Manager

St. Luke's Theatre | 2014–2018

Membership Services Coordinator

Town Sports International | 2012–2013

Merchandising Intern

Gucci | 2010–2011

Data Entry Clerk

MetStaff / Jacob Javits Convention Center | 2018

Ecommerce Specialist

Approche Sur Mesure / Giuseppe Zanotti US | 2016–2017

Fur Consultant

BC International Group, Inc. | 2011–2012

Docent

California African American Museum | 2008

EDUCATION

Borough of Manhattan Community College | New York, NY

2019–2021

Associate of Arts and Sciences, Psychology

LIM College | New York, NY

2010–2012

Undergraduate Studies, Business Administration, Management & Operations | ***Degree completion not represented