

MICHAEL DeCHIARA

56 Pratt Corner Rd Shutesbury, MA 01072

413-259-1059 ♦ mdechiara@gmail.com ♦ www.michaeldechiara.com

AREAS OF EXPERTISE

- Developing strategic approaches to policy and program implementation
- Developing systems that promote community engagement and that inform policy and procedures
- Extensive knowledge of non-profit sector and organization
- Experienced with collaborative and coalition-based activities
- Knowledgeable at using technology to expand organizational mission and communications

EDUCATIONAL EXPERIENCE:

Tufts University – dual degree, *May 1987*

M.A. in Public Policy and Citizen Participation

M.A. in Urban and Environmental Policy / Focus in Non-Profit Management

Cornell University

B.A. in Government, *May 1983*

MANAGEMENT & LEADERSHIP EXPERIENCE:

COMMUNITY PARTNERS, INC. Amherst, MA

Executive Director, July 2002 to June 2008

Responsible for all aspects of a community-oriented organization with staff of 6-10 employees, conducting statewide activities. Oversaw all administration and finances; annual budget of \$500,000-\$1,000,000. Rescued organization from financial crisis in 2002 and achieved stability by building diversified funding with array of new federal, state and private grant funds. Coordinated and developed overall program strategy with focus on health care access for low and moderate income people. Developed innovative and effective use of technology, including creation of a well-respected statewide online communications program that prioritized constituent engagement. Worked extensively with regional and statewide partner organizations including advocates, outreach organizations and the media. Extensive work with state legislature to expand funding for community-oriented outreach activities; helped to implement successful policy and budget campaigns resulting in \$3.5 million in new program funds statewide. Provider leadership and grant writing for public and private grants; initiated organizational donor program. Invited presenter at national and regional conferences. Facilitated many meetings of community coalitions and trainings.

Director of Health Access Programs, January 1997 to July 2002

Developed and coordinated two statewide, community-oriented health care access programs designed to support local outreach workers serving low and moderate income uninsured people. Oversaw annual program budgets of approximately \$550,000. Actively engaged in advocacy with public officials and policy makers regarding issues of health care access and the needs of dis-enfranchised rural communities and community-based organizations. Provided leadership in strategic planning to advance program effectiveness and sustainability. Created and implemented statewide forums, conferences and trainings; served as contact for media. Lead writer for organizationally published book on health care access and other publications.

SHELTER, INC., Boston, MA.

Program Administrator, July 1993 to December 1996

Provided administrative and programmatic coordination for community organization offering services to the homeless in three communities in metro-Boston. Served as liaison between Executive Director and shelter-based program directors. Participated in organizational and program analysis, development of long-term planning strategies and administrative coordination projects. Provided leadership and active involvement in all phases of governmental grant writing, secured \$300K HUD grant to create innovative community-based program providing voice mail for homeless individuals – coordinated and implemented across multiple organizations throughout metro-Boston. Provided primary MIS leadership- planned and implemented organization-wide computer modernization and training.

ROSIE'S PLACE Boston, MA

Organizational Consultant, January 1992 to July 1993

Provided organizational and administrative support to director and management staff of women's homeless shelter. Conducted departmental evaluations for Executive Director and worked with senior staff to improve program effectiveness, efficiency and inter-departmental coordination. Developed plans for organizational re-organization. Improved systems for donor tracking and fundraising analysis. Assisted Development Director with proposal writing. Designed and implemented organization-wide computer modernization.

GREENPEACE USA

East Coast Director for Action Department, June 1989 to Sept 1991

Oversaw for all phases of departmental activity in Eastern USA including day-to-day coordination of administrative operations and the supervision of 8-14 staff. Responsible for development and tracking of \$1.5 million budget. Oversaw logistical coordination for all Eastern USA projects which involved political strategy development, financial planning, and supervision of 20-50 project-based staff. Developed and coordinated international trainings that focused on skill-sharing and leadership development for over one hundred participants annually.

Assistant Regional Director, May 1987 to June 1989

Assisted in all aspects of managing large regional office with up to 100 staff. Directly involved in development and tracking of \$2 million budget, administrative oversight, and personnel management. Supervised administrative staff and volunteers. Coordinated and implemented all elements of office computerization. Provided leadership for special projects requiring logistical coordination, political planning, and large group supervision/ facilitation.

Assistant to Chair of Board, June 1986 to May 1987

Served as liaison between Chair, Board of Directors and organizational leadership. Oversaw research and coordination for national corporate reorganization including development of new organizational structures and corporate bylaws.

VOLUNTEER/OTHER EXPERIENCE:

TOWN OF SHUTESBURY, MA

- School Committee, 2005 to present.
Member of 5-person committee for local elementary school district. Lead member of multi-district policy subcommittee.
- Zoning Board of Appeals, 2004 to 2006
- Founding member of Broadband Access Committee, 2003 to 2005. Participated in planning, advocacy, research

LIVING ROUTES, Amherst, MA

Advisory Committee, Sept 2007 to present

Assist Board and senior management of an international eco-village, student travel abroad organization.

wonkNOT.net BLOG, March 2005 to July 2007

Developed and ran a blog on progressive political issues in Massachusetts with a particular focus on messaging and framing of issues. Interviewed gubernatorial candidate; quoted in local newspapers.

CUSHMAN SCOTT CHILDREN'S CENTER, Amherst, MA

Board of Directors, 2000- 2003

Developed a local organizing strategy for and lead effort to purchase the center's building from the Town of Amherst. Re-wrote organizational bylaws. Revitalized development program. Served on the Executive Committee, Chaired the Finance Committee, Personnel Committee, and the Town Relations Committee.

ACTION AND COMMUNITY TRAINING, INC. Boston, MA.

Founder, Director, February 1993 to Aug. 1995

Founded and directed a non-profit organization of volunteers dedicated to providing community-based groups with training on issues of effective citizen participation and civil disobedience. Coordinated and implemented all phases of administration, organizational planning and fundraising, including all proposal writing and direct mail campaigns. Planned and facilitated workshops for schools, universities and grassroots groups, including ACT-UP!. Oversaw board development and administration.