



Melissa Jimison

Senior Consultant

Position with Firm

2019–present **Senior Consultant.** Conducts policy research and analysis on a wide variety of topics, including social determinants of health, public and population health, and environmental health. Facilitates workgroups, strategic planning, focus groups, and other stakeholder meetings. Manages complex cross-sector collaborations, helps clients identify and implement creative solutions to their challenges, and develops practical communications campaigns and tactics.

Previous Professional Experience

2015–2018 **Philanthropy Manager, The Nature Conservancy, Michigan Chapter, Lansing, Michigan.** Supervised the chapter's fundraising operations team that was responsible for raising \$90 million over six years. Oversaw private fundraising strategies and reviewed all proposals and stewardship reports. Ensured compliance with written agreements. Prepared and presented detailed reports on fundraising results and projections for stakeholders, including the management team, campaign committee, and board of trustees. Created chapter's campaign dashboard. Managed donor communications calendars, newsletters, solicitations, third-party articles, events, and field trips.

2010–2015 **Director of Development, International Campaign for Tibet, Washington, D.C.** Served as chief development officer responsible for raising 90 percent of the organization's operating revenue through direct marketing, major gifts, events, and sustainers. Supported fundraising activities for and reported results to the board. Managed a portfolio of 250 major donors and prospects. Hosted events, including donor trips to India and member receptions in the United States. Managed major contracts with direct marketing firm and customer service contractor. Worked closely with auditors on annual financial audit.

2009–2010 **Associate Director of Development, The George Washington University, Washington, D.C.** Managed a portfolio of major donors and prospects for the Columbian College of Arts & Sciences. Helped plan and implement the college's board of advisor and trustee leadership meetings as well as an annual retreat.

- 2008–2009 **Senior Development Associate, The Lab School of Washington**, Washington, D.C. Supervised a consultant to restructure the donor database for maximizing reporting capabilities. Drafted new donor communication materials, including tax and personal gift acknowledgements, factsheets, newsletters, annual report, and solicitation letters. Created procedures for prospect research and major gift moves management system, producing all related templates.
- 2005–2008 **Development Manager, International Campaign for Tibet**, Washington, D.C. Coordinated gala to celebrate the Dalai Lama’s receipt of the Congressional Gold Medal in 2008. Assisted with the Dalai Lama’s visits to Washington, D.C. Oversaw creation of print materials, including donor proposals, event invitations, and event programs. Strengthened departmental infrastructure by assisting with database migration, documenting procedures, and training staff. Served as the primary point of contact for 60,000 members. Promoted from membership associate and development coordinator during this time.
- 2004–2005 **Executive Assistant, KaBOOM!** Washington, D.C. Coordinated board meetings and created premeeting materials. Supported the CEO, vice president of marketing and communications, and vice president of operations. Managed contract compliance with corporate partners on an interim basis. Updated content on new website.
- Education Michigan State University, BA in International Relations
Columbia University, MA in Human Rights

Professional Activities and Selected Presentations

- Board member of Mines Advisory Group America, 2013–2015
- “Raising More Money with Less: How to Keep Your Fundraising Program Growing with a Shrinking Budget.” 2014. Bridge to Integrated Marketing and Fundraising Conference. Washington, D.C.

Trainings

- “Managing the Capital Campaign,” Indiana University Lilly Family School of Philanthropy, 2017

Awards and Honors

- The Nature Conservancy’s *Ethical Hero Award*, 2018