CYNDI PEDERSON

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**SUMMARY:** An accomplished management executive with an extensive and diverse background. Experienced in concept development, team building, strategic planning, execution and fiscal management. Excellent human relation skills, communication, media relations, organizational, presentation and creative problem-solving skills. Strong legislative experience with state and federal connections. Provides mentoring opportunities to various organizations and workers.

**PROFESSIONAL:** Expertise in fields of community development, education, mentoring, legislative process, non-profit consulting, government process, financial planning including budgeting and cash flow projections, grant management and grant procurement, accomplished spokesperson and advocate.

**EXPERIENCE: DES MOINES SOCIAL CLUB**

*Chief Operating Officer*

2014-present

* Duties include managing the day-to-day activities and operations
* Help to finalize finalization of construction close-out
* Manage and coordinate overall budget and program level budgets, internal and external reporting, payroll, receivables, payables, and contract.
* Create and manage long-term financial planning for overall financial health of organization
* Build out and manage long term financial model
* Implement and manage process improvement for overall organizational success
* Perform other administrative-related duties or special project as required.
* Oversee all auditing practices
* Maintain official records of DMSC
* Work with Executive Director with long-range strategic planning
* Work to support and advocate emerging artists in Iowa
* Provide incubator services to artists to ensure a successful business model

**SALISBURY HOUSE FOUNDATION**

*Deputy Executive Director 2012-2013*

* Duties include helping the Executive Director balance the operating budget and set new strategies for daily operations
* Established a new Young Professionals organization charged with philanthropy and advocacy
* Established a grant map, researched and wrote state and federal grants, wrote final reports
* Worked with fundraising team to manage fundraising efforts
* Mentored interns with specialized projects
* Outreach with other non-profits and state and federal agencies
* Worked with volunteers to implement various programs and initiatives

**CENTER ON SUSTAINABLE COMMUNITIES**

*Interim Executive Director*

10/2011-1/2012

* On contract, helped this non-profit during Executive Director search process
* Duties included: implementing their annual fundraiser, which doubled revenues from previous year. Oversaw their Strategic Planning process, setting new goals and objectives. Responsible for setting up monthly board meetings as well as committee meetings. Implemented new cost savings strategies to streamline their operations. Set up search process and process for selection of new Executive Director.

**STATE OF IOWA 1998-2011**

**State Department Director** (2007-2011)

*Iowa Department of Cultural Affairs*

* + - * + Responsible for fiscal management of a $6.2 million budget
        + Administrator of Iowa Arts Council and State Historical Society
        + Supervised 91 employees and numerous volunteers
        + Facilitated and managed numerous grant programs
        + Legislative Liaison for the Department of Cultural Affairs
        + Successfully testified before State House/Senate Committees on numerous policy issues
        + Through legislation secured major funding for Department of Cultural Affairs, code clean up and policy changes
        + Responsible for 5 statewide advisory boards
        + Numerous public speaking roles and presentations
        + Increased State museum outreach by 110% through creating and implementing an educational mobile museum
        + Advocated statewide for arts and culture focusing on quality of life and creative economy indicators
        + Initiated first statewide non-profit summit

**Deputy Director/Interim Director** (2006-2007)

*Iowa Department of Cultural Affairs*

* + - * Responsible for all day-to-day activities of department, including responsibilities listed above
      * Acting Director during search process

**Great Places Statewide Director** (2005-2006)

*Iowa Department of Cultural Affairs*

* + - * + Implemented creative economic development initiative with 146 cities/counties
        + Member of grant review panel for State of Iowa Bike Trail grants
        + Established and managed Governor appointed advisory board
        + Counseled numerous places with creative economy strategic planning
        + Assisted many Great Places by turning ideas into measureable results

**Chief of Staff to First Lady, Christie Vilsack** (1998-2005)

*Office of the Governor*

* + - * + Developed Iowa Stories 2000, 501(c) 3 non-profit
        + Procured funding requirements for desired initiatives
        + Member of Governor’s Senior Management team
        + Created two statewide healthcare conferences
        + Responsible for all day to day activities of First Lady’s office including scheduling, fundraising, outreach, coordination with Governor’s initiatives and publicity
        + Initiated Books for Kindergartners program with teachers statewide through AEA’s
        + Organized AmeriCorps volunteers to help with various projects

**WATERTOWER DEVELOPMENT 1996-1999**

**Chief Operating Officer** (1996-1999)

*Brown Camp Lofts*

* Member of a three-person development team who created Iowa’s first loft development on the Des Moines downtown riverfront
* Worked with city leaders, buyers, suppliers, construction teams and marketing as part of the development process

**HONORS & ASSOCIATIONS:**

**2009-present Board Member, Development Committee, President, Past President**

Young Women's Resource Center

* 2013-2014: Past President, Young Women’s Resource Center
* 2012-2013: President, Young Women's Resource Center Board
* 2011-2012: Vice President, Young Women's Resource Center Board
* 2009 - present: Development Committee, Young Women’s Resource Center Board

Helping to embrace and inspire young women to become strong, self-confident and successful while advocating and supporting their needs.

**2007-present Board Member, Executive Board, Vice President, Nominating Committee, Strategic Planning, Finance Chair, Grant Panel Facilitator,**

Arts Midwest (Minneapolis, MN)

Engage international arts venues and art programming in a nine state region

**2011-present Board Member,** After School Arts Program (ASAP) Board (Des Moines)

Helping to provide arts programming to underserved students in the community

**2011-2013 Member,** Des Moines Social Club Capital Campaign Committee

Raise capital funds to purchase and renovate historic fire station in downtown

Des Moines

**2009-2011 Member,** Heroes for the Homeless Committee, (Des Moines Homeless Shelter)

Helped to establish an honorary award for community members who help to serve the homeless population in Des Moines

**2011 Member,** Governor’s Tax Credit Advisory Team (Des Moines, IA)

Focused advisory committee to review state tax credit programs

**2011** Review panel for National Endowment for the Arts grant program (Wash., D.C.)

Reviewed national grants for arts and culture organizations

**2007-2011 Advisory Board Member,** Town Craft Advisory Council (Perry, IA)

Focused work on the sustainability of small communities in Iowa

**2007-2011 Ex-Officio Board Member,** Iowa Arts Council (Des Moines, IA)

Worked to support, promote and advocate for Iowa artists

**2007-2011 Ex-Officio Board Member,** State Historical Society (Des Moines, IA)

Worked to support , promote and advocate for Iowa museums, historical societies, historic preservation projects, and archivists

**2007-2010 Board Member,** Iowa Rural Development Council (Des Moines, IA)

Worked to help develop creative economy strategies in rural communities in Iowa

**2008-2010 Chair,** Iowa Abraham Lincoln Bi-Centennial Committee (Des Moines, IA)

Helped to lead the Governor appointed Iowa Bi-Centennial committee to produce

meaningful educational initiatives centered around Abraham Lincolns presence in Iowa.

We established a mobile museum that traveled the state sharing the story.

**EDUCATION**

**2007 Public Administration Manager Certificate**

Drake University

Des Moines, IA

**1979 B.A. Art Education**

Iowa State University

Ames, IA

**1977 Liberal Arts Degree**

North Iowa Area Community College

Mason City, IA