

Rachel Manuel Bruns

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PROFESSIONAL PROFILE

Relationship and results oriented leader with experience in government and nonprofit administration, training, public speaking, event and volunteer management, resource and partnership development. Team player with passion for leadership and organizational development, community engagement, and continued learning. Proficient in Microsoft Word, Excel, PowerPoint, web and social media content management tools.

PROFESSIONAL EXPERIENCE

Deputy Director, America's Service Commissions

Washington, DC; May 2013 – present

- Lead membership services, training and technical assistance for the 53 governor-supported state service commissions leading the nation's service movement
- Manage annual regional national service training conferences benefitting 1,500 national service program staff and partner with federal agency to deliver content and assess knowledge gains
- Staff Membership and Communications committees and work groups and implement committee work plans

Strategy and Development Officer, Iowa Commission on Volunteer Service

Des Moines, IA; May 2013 – July 2015

- Trainer for Service Enterprise Initiative, a change management process for nonprofits to better leverage the skills of volunteers to increase effectiveness and efficiency
- Administrator of the Governor's Council on National Service, creating new national service programs to address critical needs, the first-in-the-nation Governor-led initiative to expand service

Director of Volunteer Wisconsin, Nonprofit Center of Milwaukee

Milwaukee, WI; July 2011 – May 2013

- Developed and implemented strategic plan to expand volunteerism in 44 counties,
- Delivered nonprofit volunteer management training workshops, established statewide partnerships
- Grant writing, resource identification, and management of \$107,000 budget including state/federal grant

VOLUNTEER EXPERIENCE

- At-Large Board Member, Young Nonprofit Professionals Network of Des Moines (July 2015 – present)
- President, Central Iowa Alumnae Chapter, Alpha Phi Fraternity (July 2014 – present)
- Communications Council Manager, Junior League of Des Moines (July 2014 – present)
- Breakfast Club Volunteer, Children and Family Urban Movement (January 2014 – present)

PROFESSIONAL DEVELOPMENT

- Introduction to the Practice of Cross Sector Leadership: Building Teams, Presidio Institute (2015)
- American Express Leadership Academy, Center for Creative Leadership (2012)
- Principles and Techniques of Fundraising; University of Indiana – Purdue University (2010)

EDUCATION

Master of Public Administration, 2010

DRAKE UNIVERSITY – Des Moines, IA; Concentration: Public Policy

Bachelor of Arts and Bachelor of Journalism and Mass Communication, 2008

DRAKE UNIVERSITY – Des Moines, IA; Majors: Law, Politics and Society; Public Relations