

BETHANY WILCOXON

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PROFESSIONAL EXPERIENCE

Greater Des Moines Partnership | Des Moines, Iowa

Capital Crossroads Strategic Coordinator | Sep 2014 – Present

- Provide administrative support to the co-chairs of the ten Capitals
- Work with Capital co-chairs and subcommittee chairs to plan, schedule, program, obtain a record of, and report the results of all meetings
- Develop progress reports for all strategic Capitals for the Capital Crossroads quarterly reports
- Assist with scheduling and programming quarterly Steering Committee meetings and the Annual Summit
- Disseminate all implementation-related information on a variety of internal and external channels and formats
- Manage content and interactive features of the Capital Crossroads website, including all social media feeds
- Identify potential intersections and cross-capital synergies to be pursued by staff and volunteers

Des Moines Area Metropolitan Planning Organization | Des Moines, Iowa

Senior Transportation Planner | Oct 2009 – Aug 2014

- Managed The Tomorrow Plan, a \$3.1 million effort to develop a regional comprehensive plan for Greater Des Moines
- Secured technical assistance from Smart Growth America to help implement The Tomorrow Plan and to develop the MPO's next long-range transportation plan
- Secured technical assistance from the Sustainable Communities Learning Network (Smaller Places Summit and Transitioning to Implementation Academy)
- Coordinated public outreach and community partnerships
- Served on Greater Des Moines Partnership Sustainability Committee
- Managed social media
- Served on City of Carlisle Walkability Task Force
- Staffed the Stakeholders Working Group/Partners Committee
- Assisted in the planning of an annual sustainability conference
- Served on Central Iowa Greenways Task Force
- Served on Living with Floods committee
- Served on multiple Capital Crossroads committees
- Developed annual report
- Served on Des Moines Arts Festival Green Arts & Sustainability
- Served on Urban Land Institute Local Organizing Committee - Iowa District Council
- Served on Drake Engaged Citizen Conference Planning Committee

Iowa Great Places | Des Moines, Iowa

State Initiative Staff | Sep 2009 – Jun 2011

- Processed and recorded grant reimbursement documentation for the Great Places
- Disseminated information regarding financial and technical assistance to the Iowa Great Places
- Managed social media
- Assisted in the planning and preparation of the annual Great Places Awards Dinner
- Developed special reports
- Revised formal application documents
- Prepared training materials for Great Places workshops

City of Huxley | Huxley, Iowa

Planning Intern | Sep 2009 – Oct 2009

- Helped the city further its marketing strategies by developing brochures for both industrial/commercial and residential audiences
- Elaborated design guidelines for downtown commercial district

Iowa State University College of Design | Ames, Iowa

Research Assistant, Dean's Office | Jul 2009 – Oct 2009

- Evaluated Iowa State University's College of Design as related to other design programs nationwide as part of a benchmarking strategy
- Assisted in researching the development of a Master of Urban Design (MUD) program at Iowa State University
- Developed a white paper analyzing the various disciplines in the College of Design: Architecture, Community & Regional Planning, Graphic Design, Integrated Studio Arts, Interior Design, and Landscape Architecture

Research Assistant, College of Design Extension | Aug 2007 – Aug 2009

- Performed an asset mapping and cluster analysis study on the wind energy industry in Iowa
- Collaborated on a special study to spatially interpret the impacts of investments in Des Moines
- Produced high- quality, multi- layered maps for a bioeconomy pilot study in Greene County, Iowa
- Analyzed and evaluated the actual and optimal ethanol plant locations in the Corn Belt

Howard R. Green Company | Johnston, Iowa

GIS Specialist | May 2008 – May 2009

- Utilized the ESRI ArcGIS 9.x product suite to effectively communicate spatial information, to convey the results of spatial analyses, and to support the decisionmaking process
- Participated in team meetings to share information and to develop project solutions
- Generated a variety of deliverables for clients and for internal use, including maps, tables, plots, charts, and graphics
- Created map books depicting municipal infrastructure, developing closeout reports for brownfield assessment grants
- Performed fieldwork using handheld devices to capture data

JFSCO Engineering | Red Oak, Iowa
CAD Technician | May 2006 – Jan 2008

- Updated the airport master plan for the Denison Municipal Airport in Denison, Iowa
- Drafted plans for transportation, drainage, and development projects across the country
- Prepared plats of survey, subdivision and site plans, and corner certificates

EDUCATION

Iowa State University | Ames, Iowa
Graduate Certificate, Geographic Information Systems | Jan 2009 – May 2009

- Courses included Analytical Planning and Visualization with GIS, Integrating GPS and GIS for Natural Resource Management, and Spatial Analytical Methods
- 3.89/4.00 GPA

Iowa State University | Ames, Iowa
BS, Community & Regional Planning | Aug 2005 – Dec 2008

- Activities and Societies: Graduate Program in Sustainable Agriculture Symposium Presenter, Research in the Capitol Presenter, Iowa State University Community & Regional Planning Club Vice President, College of Design Career Days Registration Committee Chairperson
- 3.84/4.00 GPA

VOLUNTEER EXPERIENCE

- *Urban Ambassadors | President:* Urban Ambassadors is a 501(c)3 non- profit organization serving as a hub for sustainable living in Greater Des Moines. The organization helps residents clarify sustainability goals in seven areas, connects people with local resources to meet those goals, and designs local projects that grow the community for a healthier planet.
- *The Leukemia & Lymphoma Society | Woman of the Year Candidate:* The Man & Woman of the Year campaign is a spirited 10-week competition to raise funds to help find cures for blood cancers. Candidates are a select group of honored individuals that are nominated by their peers. They are dynamic, passionate, sometimes competitive and from both social and business communities. Candidates compete in honor of local children who are blood cancer survivors, the Boy & Girl of the Year. The competition is a culmination of innovative ways to raise money for blood cancer research.
- *Drake Neighborhood Association | Board Member:* Founded in 1979, the Drake Neighborhood Association is the second oldest and one of the largest neighborhood associations in Des Moines. The DNA has played a key role in preserving the historic elements that make the neighborhood unique.
- *Big Brothers Big Sisters | Big Sister:* Big Brothers Big Sisters of Central Iowa operates under the belief that inherent in every child is the ability to succeed and thrive in life. Big Brothers Big Sisters makes meaningful, monitored matches between adult volunteers (“Bigs”) and children (“Littles”), ages 5 through 18. The group provides children facing adversity with strong and enduring, professionally supported one- to-one relationships that change their lives for the better, forever.

AWARDS + HONORS

- Iowa APA Daniel Burnham Award for a Comprehensive Plan, 2013
- Iowa State University STATEment Maker, 2012
- Greater Des Moines Leadership Institute, 2011- 2012
- Next American Vanguard, 2010
- *Collegiate Awards and Honors*: College of Design Student Marshal, Dean's Award for Extraordinary Performance, Dean's List, College of Design Career Days Leadership Award, Iowa West Scholar, Marvin R. Springer Scholar, Phi Kappa Phi Honor Society, President's Award for Academic Excellence, Undergraduate Research Assistant of the Year Nominee