

## Dannette Fadness

Phone: [REDACTED]

E-mail: [REDACTED]

### Skills

- **Leadership/Organization:** Hire, onboard, & supervise staff, volunteers; expand recruitment efforts; facilitate projects, community relations & partnership development, team building, customer service, multitasking, & delegating tasks, managing budgets, work well under the pressure of a deadline, conference/event planning & implementation, silent auction/fundraising event planning & implementation, develop training curriculum, collaborative problem solving, structured & well organized.
- **Communication:** Skilled public speaker (in person & virtual), educator, facilitator, strategic planning; writing, publicize events; creative, open-minded, flexible; culturally competent and experienced with diverse populations including Tribal communities; technical assistance; developing and writing policies and procedures for federal grants; skilled at fundraising and donor management; skilled at human resources.
- **Computer Mac/PC:** Extensive knowledge Word, InDesign, PhotoShop, PowerPoint, Publisher, Excel, QuickBooks, WordPress, eGrants, Zoom, Basecamp, Canva, Google Drive, Sheets & Docs, Survey Monkey, conference audio visual technical support, layout/design: webpage, newsletters, ads, posters, brochures, social media: Facebook, Instagram, and Twitter.

### Education

**Master of Science in Organizational Management & Human Development** University of Great Falls, MT.  
Plus substantial credits in Counseling & School Psychology **Graduated with distinction on May 2008**

**Bachelor of Arts-Cultural Anthropology** The University of Montana, **48 credit hours | No grad plans**  
Minor in Media Arts- *It was just fun learning.*

**Bachelor of Arts-Counseling Psychology** University of Great Falls, MT **Graduation May 2003**  
Concentration in Social Work **Graduated Summa Cum Laude**

**Bachelor of Arts-Fine Arts** University of Great Falls, MT **Graduation May 2003**  
**Graduated Summa Cum Laude**

**Certified QPR Gatekeeper (suicide prevention)** QPR Institute, Spokane, WA **Certified Jan. 2017/2020**

**National Service Leadership Certification** University of Washington, WA **Graduation June 2018**  
Evans School of Public Policy and Governance

### Publication

- **Enhancing Cognitive Fitness in Adults, Chap. 7, *Osher Lifelong Learning Institute at The University of Montana: A Model of Successful University and Community Partnerships*** co-author

### Experience

**AmeriCorps Grant Manager, Montana Campus Compact, University of Montana, MT: Dec. 2015-Present**  
Manage all aspects of a federal grant; recruit & hire 54+ members annually, develop policies and procedures and expand AmeriCorps programming; train & support service members (online & at retreats), expand, cultivate & maintain trusted relationships with organizations, campuses and Tribal communities. Work as part of a team to ensure administration & mission focused goals are met; market, recruit, onboard, & retain service members ensuring they are meeting educational needs of youth; coordinate outreach and partnerships with colleges including Tribal in Montana; layout & design of marketing, recruitment & social media & website management.

**Safe Kids Missoula Coordinator, Foundation for Community Health, Missoula, MT: July 2013- July 2021**  
Work with coalition members to ensure mission focus & administration goals are met; Facilitate strategic planning, layout & design of marketing, education materials & manage social media and website; Facilitate and coordinate action based hands-on childhood injury prevention education to families including child gun access prevention, water safety, home safety, medication safety, child passenger safety and more; partnership building and serve as a member with Safe Kids Montana to expand our efforts throughout Montana. Advocate Congress/State and Local Representatives to inform them about child safety concerns in Montana, so they can make the best choices for our children through voting and joining commissions addressing such concerns.

**Operations & Program Manager, \*Foundation for Community Health, Missoula, MT: July 2012-Dec. 2015**  
Managed financials; coordinated daily activities & logistics; managed & developed/honored donor relationships; supported the Community Medical Center gift shop operations, worked as a team with a volunteer board to ensure mission focus & administration goals were met; coordinated fundraising events/learning opportunities; layout & design of marketing & fundraising materials & managed social media and website; FCH became the led organization for Safe Kids—see tasks above to learn more. \*Formerly Community Medical Center Foundation.

**Program Coordinator, Osher Lifelong Learning Institute University of MT, Msls, MT: Jun. 2007-Feb. 2012**  
Coordinated university program daily activities, hire & supervise student workers, coordinate logistics & scheduling; work as a team with volunteer board & committees to ensure mission, budget & administration goals are met. recruited and maintained volunteers in support of the programming Developed marketing, networking & community relations schemes, layout & design of marketing materials including webpage, posters, & brochures; grant writing & management; managed finances & 60 MOLLI courses annually & ten special events including Middle East current event programming with the Montana World Trade Center. Appointed to the University of MT Marketing & Web Committee by President Dennison and served UM Retiree Association Committee.

**Information Security Assistant, Starfire Optical Range Kirtland AFB, NM: Jan. 2006-Dec. 2006**  
Coordinated daily activities & facility access control, coordinated conferences, designed, facilitated & maintained information security trainings; held a high-level security clearance in support of National Security; initiated & designed security webpage, badge graphic to increase information security.

**AmeriCorps Team Leader/Coordinator, University of Providence, Great Falls, MT: Sept. 2003-Dec. 2004**  
Managed program & community relations, supervised AmeriCorps members & volunteer tutors, grant writing & management, coordinated & marketed service projects, expanded knowledge of social issues through community relationships & marketing; facilitated trainings & meetings; developed, implemented & marketed program activities. Increased civic engagement & reinforced student voices on issues of concern through research, dialogues, awareness campaigns; increased volunteer & recruitment efforts.

**AmeriCorps Fellowship/Counseling Intern, For the Children Coalition, Great Falls, MT: August 2002-2003**  
Mentored homeless & displaced youths to increase self-efficacy by assessing problem areas, taught budget skills, taught basic life skills, increased community relations, utilized my skills for counseling & utilized art as therapy.

**Facilitator/Intern, Paris Gibson Square Museum of Art/U of Providence, GF, MT: Jan-May 2000 | 2001**  
Facilitated & co-facilitated art workshops for 10-15 developmentally disabled artists using art as therapy. Increased the artist self-efficacy through teaching skills to generate art; helped coordinate museum art exhibit for artists.

### **Awards | Presentations | Associations**

- **Safe Kids Worldwide Convention:** *Be SMART Building Partnerships, Difficult Conversations*, 2017, 2019, 2021
- **MNA Conference:** *National Service as a Catalyst to Community Building, QPR suicide prevention*, 2017, 2018
- **Montana College Access Network Conference:** 2017, 2018, 2020
- **ServeMT Symposium (Governor's Office of Community Service):** 2018, 2019, 2020, 2021
- **Montana College Attainment Leadership Group** (former Secretary 2016) Chair Present
- **Project Tomorrow Montana** Work Group Member Dec. 2015-Present | QPR instructor 2017-Present
- **UM Marketing Committee Representative** appointed by UM President George Dennison 2010-2012
- **UM Web Committee Representative** appointed by UM President George Dennison 2010-2012
- **UM Retiree Association Committee served** 2010-2012
- **Golden Key Club National & PHI KAPPA PHI Honor Society Member** inducted 2012 | inducted 2011
- **Student Leadership Award Class of 2003/Graduated with honors and 2 volunteer cords**
- **Who's Who Among American Colleges and Universities** 2002-2003; 2006-2007
- **Outstanding Student Awards:** Neuropsych, Psych, Art therapy, Service-Art in community, & Art.
- **Cert. of Attend/volunteer:** Native American Mental Health Conference focus on Youth: 2 years.
- **Cert. of Attend/volunteer:** Crimes against the Mind & Body Conference: Violence in Community.