

DIANA M. CONTI
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SKILLS/ACCOMPLISHMENTS SUMMARY

- More than twenty-five years experience managing organizations with budgets up to \$4,000,000. Managed public and private revenues as well as fee for service businesses.
- Expertise with public policy development, media advocacy, coalition building, and training.
- Raised over \$1,000,000 annually through fundraising activities. Developed, secured funding for, and implemented over twenty different programs.
- Skilled manager of personnel, able to implement team approach to goal-oriented management. Excellent problem-solving and conflict resolution skills. Managed up to 120 employees.
- Effective public speaker. Able to dynamically represent public policy and human rights issues and make presentations on a variety of topics. Skill with media. Often used as an expert source. Creator and producer of video presentations.
- Extensive experience and expertise working with national, state and local government agencies. Experienced and active member of numerous boards and advisory groups.
- Highly effective turnaround manager with proven ability to substantially improve organizations and help them thrive. Turned deficits into surpluses and expanded services in three different organizations.
- Proven ability to increase net revenues for programs by as much as 40% within three years.

EXPERIENCE

2000 - Present

EXECUTIVE DIRECTOR
Parca
Burlingame, California

Agency provides services for developmentally disabled children and adults including independent living skills counseling, residential programs, family support and advocacy, childcare, recreation, and training. Focus on community inclusiveness. \$4,000,000 budget, 120 employees.

- Manage all aspects of the organization. Increased fundraising revenue by 40%, streamlined operations, and turned a \$500,000 deficit into more than \$1,000,000 in reserves in a four year period, preserving all programs. Doubled unrestricted revenue for programs by improving clothing donation business.
- Increased community visibility regarding needs and rights of people with developmental disabilities by developing video presentations and doing public speaking to numerous groups.

1999 - Present

OWNER/PRINCIPAL

Conti Consulting Group

Non-profit management, organizational assessments, strategic planning, program development, board and staff development, public policy, media advocacy, coalition-building, systems design, conflict resolution, grant-writing. Trainer for public policy and advocacy; organizational development. Keynote speeches on alcohol policy advocacy, trends in human services, and community action.

- Work with foundations, government agencies, and community groups across the country including the AMA, OJJDP (under the U.S Department of Justice), and the Robert Wood Johnson Foundation among others. Lead a national think tank process to develop a national public service media campaign and develop public policies for alcohol and other drug problems. Provided technical assistance to underage drinking coalitions in 12 states.
- Provided expert testimony to the FTC, and the FCC regarding alcohol policy issues. Worked with the American Public Health Association, SAMHSA, CSAT, ONDCP, and other government agencies to develop public policies.

1994 - 2000

EXECUTIVE DIRECTOR

The Marin Institute for the Prevention of Alcohol and Other Drug Problems
San Rafael, California

Institute/think-tank dedicated to public health and environmental approaches to the prevention of alcohol and other drug problems. Focus on research, training, technical assistance, policy development, media advocacy, community organizing, and activism. \$1,400,000 budget, fifteen employees.

- Managed all aspects of the organization. Stabilized finances and improved management systems.
- Active nationally with public policy initiatives, media advocacy, training, coalition-building, and special projects. Expert source for media.

1991 - 1994

EXECUTIVE DIRECTOR

Novato Human Needs Center
Novato, California

Multi-service agency providing emergency services including food, clothing, housing assistance, employment services, outreach to Hispanic and Southeast Asian population, counseling and crisis lines, thrift store, information and referral, community education. \$700,000 budget, twenty employees.

- Raised over \$140,000 in new grants, and \$100,000 through fundraising.
- Expanded services for homeless and near-homeless persons. Improved accessibility of services for clients.

1986 - 1991

EXECUTIVE DIRECTOR

Henry Ohlhoff House

San Francisco, California

Forty-nine and twenty-one bed residential alcohol and drug abuse programs; eight-bed transitional program; three outpatient programs serving over five hundred persons a year. \$2,000,000 budget, forty employees.

- Started two new programs and expanded agency services from a \$600,000 to a \$2,000,000 organization in four years.
- Developed and improved all administrative systems; reduced bad debt, turned program deficits into surpluses within one year; increased fundraising revenues.

1984 - 1986

EXECUTIVE DIRECTOR
Friends Outside
San Francisco, California

Employment and counseling programs for ex-offenders and their families. \$500,000 budget, fifteen employees.

- During first six months in position, raised \$7,000 and secured \$85,000 in grant funds to enable continuance of one of the largest service components.
- Improved record-keeping and fiscal procedures; developed a three-year strategic plan.

1982 - 1984

CLINICAL ADMINISTRATOR
Social Advocates for Youth
Santa Rosa, California

Managed state-licensed counseling and 24-hour crisis services program for adolescents and families. \$400,000 budget, twenty employees.

- Successfully implemented merger of two separate counseling programs into a continuum of services ranging from crisis intervention and brief counseling to long-term intensive counseling. Standardized clinical procedures and evaluation systems.
- Increased funding by 30% and secured resources for an additional school-based program.

1979 - 1982

DEPUTY DRUG PROGRAM ADMINISTRATOR
County of Sonoma
Santa Rosa, California

Administered twelve drug abuse program contracts including: monitoring, evaluation, technical assistance, planning, and program development. \$750,000 budget, two employees.

- Increased total funding by 40% through grant writing and resource development, and implemented five new programs.
- Wrote annual County Plan for Drug Abuse Services, and developed monitoring and evaluation systems.

1977 - 1979

EXECUTIVE DIRECTOR

River Switchboard
Guerneville, California

Multi-service agency providing crisis counseling, substance abuse and employment training programs, and information and referral. \$400,000 budget, ten employees. Volunteer position.

- Responsible for securing funds for core administration and fundraising to offset deficit, within a six-month period.
- Obtained \$250,000 in grant funding, raised \$5,000 through local fundraising and started three new programs.

COMMUNITY SERVICE - (Summary)

Member and officer of numerous local, state and national organizations.

American Public Health Association: member, Executive Board; Chair, Intersectional Council; Chair, ATOD Section, California Public Health Association North-Governing Council, West Bay Housing Corporation Board of Directors (founding Board President) Thrive, the Alliance of Nonprofits for San Mateo County Board (Chair), National Council on Alcohol Policy (Chair), Marin Council of Agencies (President), Marin Partnership for Families With Children (Chair), Marin Child Abuse Prevention Council (President), Marin Private Industry Council, Marin County Advisory Board on Alcohol and Other Drug Problems (Chair), Marin People Care Board, Canal Community Alliance Board (President), Novato Rotary, Novato Business Education Roundtable, San Francisco Private Industry Council, Committee of Contracting Agencies (President), San Francisco Alcohol Contractors Association (President), California Primary Prevention Network, Friends Outside National Board, Friends of Deputies and Inmates Board, Friends of St. Francis Childcare Center Board, Sonoma County Criminal Justice Advisory Group (Chair), Sonoma County Juvenile Delinquency Prevention Commission (Chair), Northern California Coalition of Women in Substance Abuse Regional Board, Family Violence Prevention Coordinating Council, Sonoma County Human Services Commission Funding Committee, North Bay Health Systems Agency Resource Development Committee.

PUBLICATION

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