

AMELIA MAE PARADISE

SKILLS SUMMARY

- ❖ Long term commitment to Social Justice with attention to dismantling cultural institutions of power inequity & violence
- ❖ High level visionary & strategic thinking, and capacity to embrace and work with complexity across gender, racial, ability, faith, and class differences
- ❖ Awareness of surrounding networks and explicit skill working to make them healthier (more inclusive, bridging divides) by connecting people strategically where there's potential for mutual benefit, helping people identify their passions, and serving as a catalyst for self-organizing groups.
- ❖ Outstanding financial, bookkeeping, client service, and creative troubleshooting history
- ❖ Wide-ranging knowledge of theatrical, film, and special events production from inception to completion
- ❖ Superior managerial, organizational, communication, and administrative aptitude
- ❖ Well demonstrated strategic planning, project management and process implementation
- ❖ Effective results based abilities in fundraising, business development, and consultative sales
- ❖ Talent for investigative and qualitative research, and data analysis
- ❖ Ongoing dedication to personal and professional creative expression, expansion, and evolution
- ❖ 8 years daily writing and meditation spiritual practice provides groundedness for navigation of challenging interactions, and foundation for strong leadership and participation in conflict resolution

Computer Skills

Expert PC/Macintosh literacy, including: QuickBooksPro & Quickbooks Online, Microsoft Office Suite specializing in Excel/Outlook/Word/PowerPoint, Adobe Design Suite including Photoshop & Illustrator, Various POS Systems, GSuite Cloud Computing, Wordpress, and basic HTML

PROFESSIONAL EXPERIENCE

Racial Equity Civic Training & Facilitation

Jewish Bridge Project of New Mexico

Albuquerque, NM

January 2018 – Present

◆ Equity based educational training and facilitation designed for both adolescent and adult audiences including hour-long, day-long, and intensive/immersive engagement focusing on increasing cultural literacy comprising identification and dismantling of systemic oppression mechanisms at the personal and organization levels.

Trainings have included:

- ◆ **Implicit Bias (mixed level high school) at The New Mexico Diversity Conference for Youth**
- ◆ **Religious Difference (7th grade) at Bosque School**
- ◆ **Jewish Justice Circle (intergenerational adult) at Albuquerque Center for Peace & Justice**

◆ Financial Administration System design, set-up, implementation, training, and ongoing structural maintenance and advisement, and special tax preparation and audit support specializing in small business and non-profit organizations.

Clients Include:

- ◆ **Covenant Pathways Tribal Decolonization Farming (Non-profit)**
- ◆ **SuperStar Health Education (S-Corp)**
- ◆ **Jewish Film Institute (Non-profit)**
- ◆ **The Roxie Theatre (Non-profit)**
- ◆ **The March Conservation Fund (Private Foundation)**
- ◆ **Ninth Street Media Arts Consortium (LLC & Non-profit)**
- ◆ **Impact HUB Oakland (LLC)**
- ◆ **Outdoor Afro (Non-profit)**
- ◆ **Lotus Dharma Garden (Religious)**
- ◆ **Queer Women of Color Media Arts Project (Non-profit)**
- ◆ **Pink & White Productions (S-Corp)**
- ◆ **Jewish Partisan Educational Foundation (Non-profit)**

Community EngagementSan Francisco, CA & Albuquerque, NM
2001 – Present**Board Member/Treasurer, Albuquerque Center for Peace and Justice (current)**

501(c)3 organization that provides resources and space for organizations and individuals working on peace and justice issues to connect, striving to create a world where our collective needs are met sustainably and nonviolently.

Local Organizer, Bend the Arc (current)

501(c)3/501(c)4/PAC that unites progressive Jewish voices across America to fight for justice for all.

Member, Tzedek Lab (current)

501(c)3 project of Jews for Racial and Economic Justice that is a national multi-racial network of Jewish political education trainers, organizers, and spiritual leaders established to build collective competency to better politicize, transform, and inspire the Jewish community into collective action against racism, antisemitism, and white supremacy.

Development Volunteer, Covenant Pathways (current)

501(c)3 organization that empowers food sovereignty to the Navajo and Zuni tribal communities.

Gala Fundraising Committee Member, Transgender Resource Center of New Mexico (current)

501(c)3 organization that provides support, community, and connection to transgender, gender nonconforming, non-binary, and gender variant people and their families through advocacy, education, and direct services.

Event Leadership Coordinator, Quivira Coalition (2017-2018)

501(c)3 organization that builds soil, biodiversity, and resilience on western working landscapes.

Festival Land & Kitchen Worker, Michigan Womyn's Music Festival (2010-2015)

International feminist music festival completely staffed, built, and attended by women.

Core Event Planning Committee Member, Fabulosa Fest (2015-2016)

501(c)3 organization that celebrates women and raises money for fantastic organizations

Core Entertainment Committee Member, SistahsSteppin' in Pride: East Bay Dyke March. (2011)

501(c)3 Project of San Francisco Pride

Fundraising & Event Volunteer, CounterPULSE (2007-2010)

501(c)3 organization that provides space and resources for emerging artists and cultural innovators, serving as an incubator for the creation of socially relevant, community-based art and culture.

Editorial & Sales Volunteer, Northern California Solar Alliance. (2006)

501(c)3 organization that provides education on the many aspects of solar energy.

Event & Development Staff, National Center for Lesbian Rights. (2003)

501(c)3 national legal organization committed to advancing the civil and human rights of lesbian, gay, bisexual, and transgender people and their families through litigation, legislation, policy, and public education.

Production & Event Credits

2001 - 2017

Volunteer Coordinator (Conference), Quivira Coalition, Albuquerque, NM (2018)
Accounting Clerk (TV Series), Madame Secretary CBS, Long Island City, NY (2017)
Talent (TV Series), Dyke Central, Oakland, CA (2015)
Executive Producer (Dance, Theatre, Music, Variety), Diamond Daggers Production Company, San Francisco, CA (2003-2012)
Talent (Theatre), Left Of Oz Theatrical Company, Berkeley, CA (2010)
Main Stage Producer (Music Festival), East Bay Dyke March, Oakland, CA (2009-2011)
Fundraising & Event Production (Dance & Music) CounterPULSE San Francisco, CA (2007-2010)
Event & Development Volunteer, National Center for Lesbian Rights, San Francisco, CA (2003)
Assistant Producer & Sound Production (Theatre), National Queer Arts Festival San Francisco, CA (2001-2003)
Executive Producer (Dance, Theatre, Music, Variety), Jon Sims Center for the Arts, San Francisco, CA (2001-2004)
Event Coordinator (Live Interactive Theatre), Parsha Productions, Marin, CA (2002).

EDUCATION & WRITING & INTERNATIONAL

Graduate Certificate, Institute for the Study of "Race" & Social Justice, University of New Mexico, Albuquerque, NM, in process
Community Based Practice, Community & Regional Planning
Cultural Aspects of Community Development: Place, Power & Difference, Community & Regional Planning
Intersectionality: Race, Gender and Class for Social Policy, Sociology

Undoing Racism Training, People's Institute for Survival & Beyond, Albuquerque, NM, Fall 2018

Waking Up to Whiteness Training, Albuquerque Insight Meditation Center, Albuquerque, NM Winter 2018

Grassroots Fundraising Fundamentals Intensive, Grassroots Institute Fundraising Training, Espanola, NM Fall 2018

Understanding Race and Interrupting Implicit Bias Community Training, New Mexico Women, Albuquerque, NM Fall 2018

BA, University of New Mexico, Albuquerque, NM, May 1998.

Major in American Studies, Summa Cum Laude. Minor in Dance/Flamenco. Cumulative GPA 3.9.

Editor-in-Chief, *Scribendi: A Collegiate Forum for Art and Literature*, University of New Mexico, Albuquerque, NM. 5/1997 – 6/1998.

Otzma Jewish Leadership & Service Program, Israel, June 1995 – June 1996