

Demonstrated Abilities

Leadership + Management

- The majority of my work over the past decade has revolved around the theme of working with others to develop ideas, enable innovation and implement change. I have proven success bringing aligned and conflicting groups together to find common ground, generate collective ideas and energy, and move initiatives forward in innovative ways. As examples:
 - I collaborated to form the Sustainable Campus Coalition at Simon Fraser University (SFU) and working to embed a Sustainability Department within the administration to enable change and innovation in an organizational structure that's historically one very slow to change. I was then elected a student representative to the UniverCity Board of Directors to represent a multitude of student groups whose interests were, at the time, not being heard by the Board or those who were designing a new community at SFU. After I graduated from SFU, I was hired by UniverCity to work with staff, student, community, and local government to create innovative programs and projects in affordable housing, green community design, community art, social inclusion, child care and transportation (C-Pass or Community Pass) in order to more effectively implement change within the new community.
 - During my time at the University of Victoria (UVic) Faculty of Law, I worked with indigenous and non indigenous students to grow a support network of non indigenous students around issues that indigenous law students and their communities faced. I also was on the board and an elected co-president of the Environmental Law Centre Society, where I played an important role in working with faculty, students, administration and outside funders to substantially increase the scope of the environmental law clinical program at UVic, and increase the Society's budget four fold within two years.
 - During my time at West Coast Environmental Law, I was a key leader in a nation wide campaign for stronger federal environmental law, including an innovative video campaign that worked with allied First Nations, businesses, community groups and former judges highlighting the importance of environmental laws to our democratic process in Canada and the economic, social and cultural well being of our communities.
 - At West Coast Environmental Law, I was also a key member in organizing a national day of action called Black Out Speak Out, which aimed to bring attention to the federal government's 2012 omnibus budget bill amendments to and repeals of environmental laws. This initiative was run by a core group of environmental non profits but enlisted an additional 564 non profits of all types, major unions, faith groups, businesses, co-operatives to stand in unity for our cause (full list, including Vancity Community Foundation, at <http://www.blackoutspeakout.ca/partners.php>).
- Excellent capacity to organize, manage and coordinate both within a multidisciplinary team environment as well as while working independently.
- Regularly manage groups of 6-10 peers or employees and also manage one on one colleagues and contractors.
- Demonstrated success managing projects with teams of over 20 people.
- Ability to manage a team of academic and community professionals to ensure that effective recommendations shaped policy and planning documents for large initiatives.

Governance + Planning

- Governance workshops for various non profits including the Ruby Lake Lagoon Nature Reserve Society, PEDAL, and Firehall Arts Centre Society. 2015. Day long sessions with the board and key staff members. Focus on how to make the work of the board more efficient and effective by reforming governance practices and focus, meeting agendas & schedules, creating a board calendar, changing committee structure, and focusing on particular projects around succession planning and fund development.

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- Canada Green Building Council, two day senior management retreat and planning session, July 2015
- Short strategic planning session for Ruby Lake Lagoon Society. June 2015. Day long session with the board and staff. Focus on strategy for the next 1-5 years, creating consistent messaging, beginning an earnest succession planning process, prioritizing goals, creating programs of the society that can be developed by separate committees, volunteers and staff and funded separately, and planning for the 10th anniversary party of their flagship centre that also includes major infrastructure announcements for the subsequent 5-10 years.
- Strategic planning and governance skills session with Nisga'a Ts'amiks Vancouver Society. February 2015. Two day session with the board only. Focus on policy development, planning for the year ahead, and board to staff interactions and responsibilities.
- Whistler Centre for Sustainability two day strategic planning session, September 2014
- Private invitation party, in kind sponsorship, venue logistics and 60 guests, Victoria, BC, 2013
- Building a Culture of Participation with Dave Meslin, SFU Centre for Dialogue and City of Vancouver event, 2013
- Beyond Pipelines: Managing the Cumulative Impacts of Resource Development in BC, 2013
<http://wcel.org/beyond-pipelines>

Legal Analysis

- Various legal opinions, reports, bylaws, policies, and arguments for clients at Ratcliff & Company, Lidstone & Company, and West Coast Environmental Law that are confidential. Summary information available upon request.
- Whistleblower law reform proposal. UVic Environmental Law Centre. 2012. Maintaining Natural BC for Our Children: Selected Law Reform Proposals.

Policy Drafting + Implementation

- Board and operational policy development for Ruby Lake Lagoon Nature Reserve Society to build a board manual and to assist in transition from working to governance board. 2015-16.
- Board policy development for PHS Community Services Society, 2015. New Board governance policies for \$30 million organization with a new board of directors.
- Internal human resources, WorkSafeBC & BC Housing compliant policies and employee training manuals and personnel policies for PHS Community Services Society, 2015.
- Board policy development for Georgia Strait Alliance Society, 2015-16. New Board governance policies and board manual.
- Board policy development for Whistler Centre for Sustainability, 2015. New Board governance policies and board manual for social enterprise non profit.

Systems Thinking

- "Creating Legal Space for Animal-Indigenous Relationships", *Undercurrents: Journal of Critical Environmental Studies*, Vol.17, 2008.
- "Living Democracy from the Ground Up". *West Coast Environmental Law / Point Blank Creative*, 2012. A mini-documentary series where I acted as the Executive Producer. More information on the YouTube channel <http://www.youtube.com/user/EnviroLawsmatter>

Project Management + Organization

- Writing and grant management with PHS Community Services Society. August 2014-present. Included here as an example of writing and project management skills. I have worked with several people at PHS to

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develop and write grants for programs, two examples of which are the social enterprises East Van Roasters and The Window community arts shop.

- Networking and relationship building conference for Vancouver Island Spine Trail Society. June 2014. Created agenda, solicited speakers/presenters, and facilitated full day conference of approximately 100 attendees. Focus was on building relationships for VISTA to gather momentum and buy in for their Island tip to tip trail and further work of problem solving how the trail can be built and funded through more difficult or controversial sections.
- Living Democracy from the Ground Up film and national campaign series, West Coast Environmental Law, 2012 <http://www.envirolawsmatter.ca/videos>
- Management of and policy manual development for the student and volunteer program, West Coast Environmental Law, 2011-2013
- Development of firm policies for Natural Step operations and for human resource policies related to non-discrimination and parental leave, Lidstone & Company, 2010
- Two Trees, a BC-wide woodworking art show with two exhibits, two public receptions, and a full colour accompanying book, based out of the UniverCity community, SFU. This project was carried out through sponsorship monies obtained from major companies and financial institutions.

Software

- Proficient in both PC and Macintosh operating systems, MS Office, Mac software (Pages, Keynote)
- Databases including Maximizer, ZohoCRM, Netsuite and Salesforce
- Intermediate MailChimp, NationBuilder, Wordpress, and HTML skills
- Comfortable with project management applications such as Asana, Flow, BaseCamp, Pipedrive

Professional Memberships

2010-present	Planning Institute of British Columbia <i>Associate Member</i>
2015-present	Law Society of British Columbia <i>Non-Practicing Member</i>
2009-2013	Law Society of British Columbia <i>Practicing Member</i>
2008-2013	Canadian Bar Association <i>Environmental, municipal, animal & Aboriginal sections</i>

Formal Education

2008	Bachelor of Laws <i>University of Victoria, Faculty of Law, Victoria, BC</i> <ul style="list-style-type: none">• Focus on environmental and Aboriginal law
2004	Bachelor of Arts, First Class Honours <i>Simon Fraser University, Burnaby, BC</i> <ul style="list-style-type: none">• Major Geography, Minor Communications• Certificate in Urban Studies• Co-operative Education• Participant in SFU's 2003 Semester in Dialogue: The Urban Experience

Employment

2013-present	Sharp Six Services <i>Principal and Founder</i>
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Provide capacity building professional services to non profits, charities, social enterprises and other community driven organizations to increase their efficiency and effectiveness. Services include governance audits and workshops, policy development, project management, funding strategy, strategic planning, grant writing and proposal development.

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2013
Simon Fraser University
Sessional Instructor

Instructor for Law and Resources in the Resource and Environmental Management Graduate Program. Redesigned, taught and graded a course on the legal management of resources and of land use planning tools by federal, provincial, local and Aboriginal governments (with emphasis on British Columbia).

2011-2013
West Coast Environmental Law Association
Staff Lawyer

Worked with colleagues and partner organizations on BC- and nationally-focused public education and campaign and communications work. Researched and drafted legal reports, coordinated social media and press, made submissions to various levels of government on law reform issues. Responsible for media outreach, and coordinating events for the organization to advance program objectives and increase profile for the organization. Together with the executive director, responsible for developing, funding and managing a project budget. Managed the student and intern programs, including hiring, oversight and evaluation.

Key Deliverables: As part of my work with West Coast, I was the lead on [Save Canada's Environmental Laws](#) and the organizational representative with [Black Out Speak Out](#). Both of these included developing and employing consistent messaging, using various social media and online petition tools, writing and publishing blog posts and backgrounder reports, coordinating as well as conducting media interviews and press conferences, and providing follow up reports to partners and funders. This work also included a sub-project of producing a mini documentary series called *Living Democracy from the Ground Up*.

2009-2011
Lidstone & Company Law Corporation
Associate Lawyer

Provided opinions, bylaws and associated schedules, policies and agreements to local government (municipal, regional and First Nations) and non-profit clients on environmental, administrative, Aboriginal, land use planning (urban and rural/resource), resource, freedom of information, and intellectual property law. Researched, drafted and consulted on issues regarding the interpretation of laws and policies and strategized implementation of laws within local governments. Drafted legislation for clients that was then passed by the provincial legislature. Drafted and implemented internal personnel (non discrimination, parental leave) and sustainable office practices policies.

2009
Braidwood, QC, Commissions of Inquiry
Legal Researcher (Temporary Contract)

Conducted research and a due diligence review to support Commission Counsel.

2008-2009
Environmental Law Centre Society & Ratcliff & Company LLP
Articled Student & Lawyer

Made submissions to tribunals and courts, researched law and policy, drafted legal opinions for clients, produced client and public reports, pitched reports to media and responded to media requests. The projects and opinions ranged on subjects including environmental assessment, setting indicators for protected areas, contaminated sites, resource management and planning, bylaw drafting and crafting of definitions for bylaws and policies, and often included comparing approaches across jurisdictions.

2007;
2009-2010
Ecojustice Canada (formerly Sierra Legal Defense Fund)
Summer Research Student; Volunteer Lawyer

Managed new case inquiries, conducted domestic and comparative research, provided litigation support, communicated with clients, attended hearings.

Key Deliverables: Volunteered to assist with submissions in relation to a litigation case on orca protection. I also did a comparative research project on key legal definitions, their implementation and judicial consideration in Canada's *Species At Risk Act* versus the USA's *Endangered Species Act*.

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2006 *Institute for New Economics / POLIS Project*
Research Associate

Coordinated a multifaceted marketing plan for *Planet U*, a book focused on urban and regional planning.

2004-2005 *SFU Community Corporation / UniverCity*
Planning Assistant

Liaised with university staff, board members, contracted professionals (including engineers, architects, planners and developers) and local governments to research and advance sustainability initiatives. Developed and monitored via specialized indicators sustainability initiatives, including office practices, community art, affordable housing programs, child care programs, green building guidelines and stormwater management plans. Applied for and managed grants in relation to stormwater management, affordable staff housing models. Project managed to completion and secured sponsorship for community art projects (in situ installations as well as an exhibition with two prominent shows, *Two Trees*). Attended all Board of Directors meetings, Planning Committee meetings, Community Advisory Council meetings, and regularly attended meetings with university staff, local government officials, and with construction and design professionals.

2002 *Ministry of Children and Family Development*
Project Assistant

Wrote and edited editing documents, coordinated conferences, and created presentations. Researched various policy issues and communicated with stakeholders.

2001 *City of New Westminster, Planning Department*
Cooperative Education Student

Drafted reports to Council, press releases, and brochures. Researched proposed planning, zoning and bylaw impacts. Revised and updated the Department's strata building database.

Volunteer Experience

2014-present *President; Executive, Governance, Nominations and Board Development & Strategic Planning Committee Member, Georgia Strait Alliance*

- Work on social, economic and environmental sustainability education and habitat protection issues throughout the Strait of Georgia and its marine and river based communities.

2016-present *Founding Member, Simon Fraser University Geography Department Alumni Council*

2011-2015 *Executive & Development Committee Member and Director, Whistler Centre for Sustainability*

- Collaborate on urban development, local government and First Nations sustainability & governance issues. Lead work on a strategic development plan, including funding and partnership opportunities.

2009-2012 *Director at Large; Membership Committee Chair, BC Society for the Prevention of Cruelty to Animals*

- Worked with Directors and staff on advocacy and education programs, financial and strategic planning and the general governance of all chapters of the BC SPCA. Chaired the Membership Committee, which included Directors and representatives from the membership throughout the province.

2006-2008 *Elected Co-President, Environmental Law Centre, University of Victoria*

2005-2006 *Business Manager, Environmental Law Centre, University of Victoria*

- Coordinated and chaired Board and Committee meetings. Developed and implemented new policies. As a member of the Club, managed Club finances, and collaborated with the Centre and Clinic on various legal and policy related projects as well as many speaker events, conferences and community awareness projects.

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2006 & 2008	<i>Member</i> , Student Animal Legal Defense Fund, University of Victoria
2007	<i>Elected Chair</i> , Student Animal Legal Defense Fund, University of Victoria
2008	<i>Member</i> , Indigenous Law Club, University of Victoria
2006-2007	<i>Elected Secretary</i> , Indigenous Law Club, University of Victoria
2006-2007	<i>At-Large Student Representative</i> , University Senate, University of Victoria
2006-2007	<i>Second Year Representative</i> , UVic Faculty of Law Curriculum Committee
2006	<i>Assistant Editor</i> , The Interdisciplinary Journal of International Studies
2002-2004	<i>Elected Student Representative</i> , SFU Community Trust Board of Directors <ul style="list-style-type: none">Oversaw and directed the development of the UniverCity community. Addressed environmental, financial and social planning policies for the community. Contributed to the Board's <i>Planning Committee</i> in relation to community and architectural design. Resigned from the Board when I graduated SFU and was hired on by the Trust as a Planning Assistant.
2003-2005	<i>Elected Financial Resources Coordinator</i> , Sustainable Campus Coalition <ul style="list-style-type: none">Managed finances, prepared grant applications, and negotiated with SFU Administration on the development of a campus sustainability office and policy.
2002-2004	<i>Chair</i> , Burnaby Mountain Development Working Group, Simon Fraser University <ul style="list-style-type: none">Facilitated meetings, recruited and managed volunteers, coordinated research and activities, developed strategic alliances, communicated with various governing bodies.

Select Publications + Presentations

- Various reports, briefings and blog posts on environmental assessment, federal environmental law, and public participation in decision making, including submissions to Canadian House of Commons and Senate Committees, West Coast Environmental Law, 2011-2013 (<http://wcel.org/publications-search/results/forbes>).
- “Living Democracy from the Ground Up”. *West Coast Environmental Law / Point Blank Creative*, 2012. A mini-documentary series where I acted as the Executive Producer. More information on the YouTube channel <http://www.youtube.com/user/Envirolawsmatter>
- “Open & Closed Meetings, Confidentiality & Privilege”. *Pacific Business and Law Institute: Local Government Law Conference*, 2011. Paper available at <http://www.pbli.com/conferences/table-of-papers?itemid=18#>!
- “Creating Legal Space for Animal-Indigenous Relationships”, *Undercurrents: Journal of Critical Environmental Studies*, Vol.17, 2008.
- “Rural Dimensions of Sustainable Community Development: Benefits of & Barriers to Renewable Energy in Rural North America.” Thesis, Faculty of Geography, Simon Fraser University, 2004.

Select Awards

Diana Priestly Award for outstanding service to the Faculty over one's law school career, 2008
Borden Ladner Gervais LLP Second Year Medal for service and academics, 2007
Shrum Medal for top overall graduating student in academics, service and character, 2004
Canadian Association of Geographers Annual Award for Simon Fraser University, 2004
Simon Fraser University Open Undergraduate Scholarship, 2001-2004
Building Owners and Managers Association Urban Studies Scholarship, 2002 and 2004