PROFESSIONAL SUMMARY

Accomplished professional with experience in donor communications, fundraising, and non-profit consulting. Passionate about psychedelic science, social impact, and philanthropy. Thrive in fast-paced environments. Ready to join a team in service of systemic social change.

k

Key Skills	
• Donor communications and database management	• Perseverance, determination, and commitment
• Event planning and budgeting	• Ability to build and maintain relationships
• Fundraising operations	• Salesforce, Asana, Zoom, Canva, G-Suite
PROFESSIONAL EXPERIENCE	
Treehouse Community, San Francisco, California	
Executive Assistant	06/2021 – present
• Provide support with scheduling and calendar manageme	ent
Grossbard and Bourzat Corporation, San Francisco, California	
Executive Assistant	06/2021 - 02/2022
• Provide support with scheduling and calendar management, attend meetings and keep meeting notes	
Stanislav Grof, San Francisco, California	
Agent and Royalty Manager	03/2021 – present
• Negotiate contracts and foreign rights agreements with p	ublishers
AMCrawford Inc. Strategic Philanthropy Advisors, San Francis	
Associate Consultant	01/2021 - 08/2021
 Provided support to the CEO with donor communications Sponsorship Coordinator 	s and project coordination using Asana $05/2020 - 12/2020$
 Researched prospects and sponsors for nonprofit clients u 	
VOLUNTEER EXPERIENCE	
Psychedelic Literacy Fund (Donor-Advised Fund with R	SF Social Finance), co-founder, 2020 – present
 Global Ecovillage Network, board member, 2021 – present 	
• SSDP Psychedelic Mentorship Pipeline, mentor, 2021	
• Burning Man: logistical support for the Artumnal Gather	ing, 2019
• Zendo Project, Shift Leader and Build Team, 2019	
• MAPS: co-author of The Manual of Psychedelic Support	, 2017
• MAPS, table manager under the direction of Linnae Pont	e, Breaking Convention Conference, UK, 2011
EDUCATION	
Bachelor of Arts in Philosophy, La Sapienza University of Rome	, Italy 2005

CERTIFICATES

- Fundraising and Development, University of California, Davis, 06/2021 •
- Foundations in MDMA Safety, Therapeutic Applications & Research, Psychedelic Support, 05/2021
- Drug Development Product Management, University of California San Diego via Coursera, 05/2021
- Understanding Psilocybin: Effects, Neurobiology, and Therapeutic Approaches, Psychedelic Support, 02/2021
- Building a Psychedelic Medicine Clinic, Psychedelic Training and Research Institute, 02/2021
- Pushing the Envelope in Psychiatric Treatments: Rapid Acting Agents and Psychedelic Assisted Psychotherapy, • Stanford University School of Medicine, 03/2020