

# Lee Warren

## *Executive Leadership*

● STRATEGY ● PROJECT MANAGEMENT ● GRANTS ● SYSTEMS DESIGN

### PROFILE

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Enterprising leader with an impressive history of building programs from the ground up, driving cutting-edge initiatives, and developing systems that provide consistent, thorough, sustainable, and strategic workflows and longevity plans. Track record of efficiently and effectively expanding and managing organizations by providing leadership, developing coalitions, inspiring vision, and cultivating a collaborative team environment with a shared sense of purpose. Extensive experience in development, outreach, financial management, and strategic planning with an overriding commitment to excellence and integrity. Dedicated and passionate advocate, respected spokesperson, effective writer, skilled administrator, and compassionate communicator.

### WORK EXPERIENCE

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#### **Reclaiming Wisdom, Asheville, NC**

*Founder/Owner/Principle, 2020*

Consulting, coaching, teaching, writing, project management, systems design.

#### **Organic Growers School (OGS), Asheville, NC**

*Executive Director, 2013-2020*

Under my leadership programming grew from three to more than 20 programs, staff tripled in size, revenue increased by 350%, and partnerships increased. By 2016 the organization was wholly transformed. My responsibilities include:

- **Strategic Leadership & Community Relations**
  - Represented the mission, vision, strategic plan, and values of the organization with passion, conviction, and authentic care.
  - Cultivated a team-like, collaborative, supportive, and relational culture that energizes staff & board, partners, and constituents.
  - Engaged with professional, civic and private organizations, and all stakeholders to enhance the organization's profile and mission, foster partnerships, and create mutual collaboration.
  - Develop, refine, and continually amend the strategic plan, theory of change, measurable feedback systems, as well as goals, tactics, action plans, and outcomes.
- **Fundraising**
  - Secured funding for all operations; managed implementation of the fundraising plan; expanded revenue and increased funds through grant writing, sponsorship solicitation, special events, and donations.
  - Increased outside funding by 86% compared to previous leadership. Funds raised equal 40% to 110% of yearly income. Raised more than \$800,000 over the course of five years and profoundly increased the amount and variety of government grants, private foundation gifts, corporate grants, corporate sponsorships, individual donations, and event sponsorships.
- **Financial & Program Management**
  - Prepared comprehensive annual budgets; secured adequate funding for all operations; provided oversight of all accounting; administered funds; monitored monthly profit and loss, balance sheet, and cash flow; provided the Board with comprehensive reports; and worked closely with the Finance Committee.
  - Director of planning, design, development, implementation, and delivery of all programs and services including the oversight of personnel, budgets, learning objectives, outcomes, assessment/evaluation, quality and the day-to-day delivery of programs.
- **Human Resources Management**
  - Determine staffing requirements; oversee the implementation of the human resources policies; recruit, interview and select staff with the right technical and personal abilities; establish a positive, healthy, safe, and trusting work environment in accordance with all regulations; ensure staff orientation and competitive and commensurate compensation; minimize staff turnover; encourage staff towards leadership and excellence; coach and mentor to improve performance; implement a performance review process; provide conflict resolution strategies, ease of communication, and clear and effective task management systems.
- **Communications & Marketing**
  - Provide planning, oversight, and management of all aspects of communications, marketing, and outreach including branding, press, social media, web presence, e-news, print marketing, radio, and in-person presence.
  - Enhance and expand the organization's brand, engage the community, and deepen the awareness of the work.
  - Act as an advocate, representative, and spokesperson for organic growing, soil health, and sustainable living.

## CONTACT INFO

67 Sand Hill School Road  
Asheville, NC 28806  
828.772.5846  
[leewalkerwarren@gmail.com](mailto:leewalkerwarren@gmail.com)  
[reclaimingwisdom.org](http://reclaimingwisdom.org)

## LEADERSHIP SKILLS

Advocacy	●●●●○
Board Relations	●●●●●
Collaborative Teams	●●●●●
Event Planning	●●●●●
Finance & Accounting	●●●●○
Fundraising	●●●●●
Marketing	●●●●●
Mentorship	●●●●○
Networking & Outreach	●●●●●
Project Management	●●●●●
Program Development	●●●●●
Strategic Planning	●●●●○
Systems Design	●●●●●

## TECHNICAL SKILLS

Adobe Creative Suite	●●●○○
eNewsletter Programs	●●●○○
Google Suite	●●●●●
MS Office	●●●●○
QuickBooks	●●●●○
Salesforce	●●○○○
Social Media	●●●●○
Survey Monkey	●●●○○
WordPress	●●●●○
Zoom/Meet	●●●●●

## ADDITIONAL SKILLS

Conflict Resolution  
Mediation  
Meeting Facilitation  
Non-Violent Communication  
Public Speaking  
Published Writing  
Teaching Nationally

## EDUCATIONAL OFFERINGS

Community Building  
Conscious Death & Dying  
Enneagram & Myers Briggs  
Farming/Gardening/Homesteading  
Alternative Healing Options  
Local & Organic Food Systems  
Racial & Gender Equity  
Rural Wisdom  
Sustainable Economics

## REFERENCES

On Request

## Organic Growers School, Asheville, NC

*Executive Director, 2013-2020, Continued...*

### • Administration & Policy

- Oversight of all administrative functions including relevant local, state, and federal regulations, and ensuring best practices for smooth organizational function.
- Identified, evaluated, and controlled risks; authorized and signed notes, agreements, contracts; educated and supported board and staff in rules, regulations, guidelines, cultural norms; created organized and efficient systems of data storage and management, data backup procedures, and IT protocols.

### • Board Governance

- Sit on the Board of Directors and all appropriate committees as well as foster effective teamwork between board and staff for effective board functioning.
- Communicate regularly and appropriately to the Board; provide all information necessary for the Board; compose monthly meeting agendas and support materials; recruit and orient new board members; and ensure high integrity functioning of the organization.

## SOIL—School of Integrated Living, Black Mountain, NC

*Co-Founder & Manager (2012-2014). Advising Partner (2014-Present).*

## Imani Farm, Black Mountain, NC

*Founder, Manager, Farmer (2003-2013). Advisor & Mentor (2013-Present).*

## Village Terraces CoHousing, Earthaven Ecovillage, Black Mountain, NC

*Co-Owner, Co-Founder, Co-Developer, Builder, (2001-2013). Co-Manager (Present).*

## SE Wise Women Herbal Conference, Black Mountain, NC

*Program Director & Promotions Coordinator, 2005-2013*

## Consultant

*Graphic Design, Business Planning, Finance, & Marketing, 1995-2012*

## Permaculture Activist Magazine, Black Mountain, NC

*Editor & Advertising Sales, 2002-2008*

## Southern Exposure Seed Exchange, Mineral, VA

*Co-Manager, 1999-2001*

## Zeitech, Inc., Stamford, CT

*Marketing Manager & Technical Recruiter, 1991-1996*

## EDUCATION

### Quinnipiac University, Hamden, CT

*B.S., Marketing, Economics, & International Business, magna cum laude*

## RECENT PUBLICATIONS

- Author: Warren, Lee. **Can we Love our Political Enemies?** Elephant Journal. Oct.2020. [Link](#).
- Author: Warren, Lee. **Farmers can fix the WNC's health and hunger crisis.** Mountain Xpress. Volume 26, Issue 11. October 9, 2019. [Link](#).
- Author: Warren, Lee. **How to hire great nonprofit leaders.** Blue Avocado Online Newsletter & Website. September 16, 2019. [Link](#).
- Author: Warren, Lee. **Nine Doable Investments to Support Regeneration.** Capital at Play. Volume IX, Edition VIII. August, 2019. Pages 54-57. [Link](#).
- Author: Warren, Lee. **Beyond Sustainability—Restoring, Repairing, and Creating Resilience.** Mountain Xpress. Volume 25, Issue 37. April 7, 2019. [Link](#).
- Co-Author: Levasseur, Todd and Warren, Lee. **Redesigning community as an ecovillage: Lessons from Earthaven.** Strongly Sustainable Societies, Organising Human Activities on a Hot and Full Earth, 1st Edition, 2019. Routledge. Part VI. Chapter 15. Pages 268-285. [Link](#).
- Author: Warren, Lee. **New Dogwood Health Trust board needs agricultural advocates.** Mountain Xpress. Volume 25, Issue 7. September 5, 2018. [Link](#).
- Author: Warren, Lee. **Soil is Wealth.** Capital at Play. Volume VIII, Edition V. May, 2018. Pages 70-71. [Link](#).