

Amberly Nardo

Development Professional & Relationship Manager

Email: amberlynardo@gmail.com

Website: amberlynardo.com

EXPERIENCE

Assistant Director, Annual Fund & Stewardship

Sacred Heart Schools, Atherton | Atherton, CA | March 2016 - Present

- Raised \$3.86 million (125% of goal) in eight months with 99+% school-wide participation
- Developed strategy & cultivated donors for major gifts & leadership gifts in the silent phase of a \$100 million capital campaign
- Planned & implemented a comprehensive Annual Fund campaign & managed a 120-person volunteer team
- Led the Board of Trustees committees on Advancement & Marketing
- Developed a comprehensive stewardship program
- Created a Grandparents Club program to cultivate new constituent groups for the Annual Fund & Capital Campaign

Deputy Director, Global Ambassadors & Programs

Best Buddies International | Miami, FL | May 2014 - February 2016

- Played a vital role in planning, logistics, & execution for all national events including galas, cycling competitions, & charity fund-raisers raising over \$5 million each
- Solicited corporate sponsorships & individual donations for the annual Friendship Walk & 5K
- Recruited, trained, & prepared speakers, talent, influencers, etc. for public speaking engagements & performances at an international level
- Prepared CEO for all public appearances
- Created & managed relationships with speakers & VIPs
- Led the international Ambassadors Program - created & led trainings about the organization, public speaking skills, speech writing, conversational advocacy, etc. to ensure ambassadors are professional & well-prepared representatives of the mission of the organization

EDUCATION

University of North Carolina at Chapel Hill

B.A. in Communication Studies, May 2014

- James M. Johnson Scholar - awarded to students who have proven outstanding performance & leadership potential
- President of Tar Heel Voices, UNC's oldest co-ed a cappella group
- COO of Heelprint Communications
- Performed with Company Carolina & UNC's Pauper Players

SKILLS & EXPERTISE

Skills:

- Fluent in Spanish
- Event Production & Coordination
- Proficient in Raisers Edge, Tessitura, & InDesign

Expertise:

- Relationship Management
- Written & Oral Communication
- Public Speaking

Organizations:

Carolina Online Ambassadors
October 2015 - Present

CASE
March 2016 - Present