

Christina Di Stefano

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WORK EXPERIENCE

Tioga Arts Council (TAC)

Executive Director

Owego, NY
Feb. 2017 – Present

Mission and Strategy

- Oversee and develop TAC's programs, services, and initiatives
- Manage an \$100,000 organizational budget in a cost-efficient manner
- Partner with other community agencies to promote creativity in rural Tioga County
- Create and execute a marketing and communications strategy for TAC programs, events, and initiatives

Grant Management & Resource Development

- Conduct grant research, writing, renewals, and compliance
- Manage grant funding valued at \$35,000
- Fundraise and develop other resources necessary to support TAC's mission

Board Governance & Organizational Management

- Lead in a manner that guides the mission as defined by the Board of Directors
- Report to the Board of Directors and other stakeholders in a timely and accurate manner
- Develop resources sufficient to ensure the financial health of the organization
- Submit a budget and reports that accurately reflect the condition of TAC

Habitat for Humanity of New York State, Inc.

Director of Training & Development

Endicott, NY
Nov. 2014 – Jan. 2017

Grant Management & Resource Development

- Conducted grant research, writing, renewals, and compliance
- Managed two capacity building grant programs valued at \$550,000
- Constructed resource development tools for 51 Habitat for Humanity affiliates
- Supervised AmeriCorps VISTA volunteer and promoted positive service experience

Training & Technical Assistance

- Designed and implemented Habitat for Humanity training and technical assistance programs
- Oversaw statewide Affiliates Building Leadership & Excellence (ABLE) Conference
- Researched strategies, tools, and best practices to strengthen training programs
- Partnered with community members to enhance conference, symposia, and regional events

Communications

- Cultivated relationships with 49 Habitat for Humanity affiliates
- Crafted content to raise awareness of Habitat and affordable housing issues
- Created materials for annual conference and other training events
- Produced content for newsletters, social media, website, and annual reports

Advocacy & Policy

- Co-facilitated statewide event: Advocacy in Albany
- Educated stakeholders on affordable housing and poverty issues

- Participated in HFH-NYS strategic planning and sustainability assessments

AmeriCorps Program Coordinator

Feb. 2012 – Nov. 2014

- Collaborated with staff to implement AmeriCorps State Direct program
- Created educational materials for members and supervisors
- Crafted tools to assess member satisfaction and support member development
- Formed community partnerships that fostered program initiatives

OASIS After School Program

Team Leader

Endicott, NY
Feb. 2012 – Aug. 2013

- Awarded Advantage After School Programs (AAPS) grant valued at \$500,000
- Engaged, tutored, and mentored local, at-risk adolescents in grades 7-12
- Encouraged students to achieve excellence by setting personal and academic goals
- Established community partnerships, including the Binghamton Poetry Project

Chiang Mai University

Part-time Instructor

Chiang Mai, Thailand
Oct. 2008 – June 2009

- Taught English writing skills to science and humanities students
- Tutored students individually and in small groups

The Suffolk Times Newspaper

Reporter

Mattituck, NY
Nov. 2007– Aug. 2008

- Interviewed newsmakers for stories
- Researched, fact-checked, and wrote stories

Suffolk Life Newspaper

Reporter

Riverhead, NY
Feb. 2007 – Nov. 2007

- Interviewed newsmakers for stories
- Researched, fact-checked, and wrote stories

EDUCATION

Binghamton University, SUNY

- Masters of Arts in Teaching Degree, English Adolescent Education

Vestal, NY
Aug. 2010 – Dec. 2011

Chiang Mai University//TEFL International

- Completed 120-hour TESOL course

Chiang Mai, Thailand
Aug. 2008

Saint Michael's College

- Bachelor of Arts Degrees in English and History
- Phi Beta Kappa, Dean's List, Honors Program

Colchester, VT
Aug. 2002 – May 2006

AFFILIATIONS & COMMUNITY SERVICE

Triple Cities Runners Club

Dec. 2015 – Present

Habitat for Humanity International: Guatemala Fair Trade Coffee & Housing Service Trip

Jan. 2016