

NAMI National Staff Directory January 2014

EXECUTIVE MANAGEMENT TEAM

Mary Giliberti, Executive Director (mgiliberti@nami.org)

► Sue Medford, Executive Assistant to the Executive Director (susan@nami.org)

Provides administrative support to NAMI's Executive Director; supports National Board.

Lynn Borton, Chief Operating Officer (COO) (lynnb@nami.org)

Oversees program and implementation of Strategic Plan; Board, Standards and Governance.

David Levy, Chief Financial Officer (CFO) (dlevy@nami.org)

Oversees all internal operations, including accounting, budgeting, human resources, and office services,

Jean-Michel Texier, Chief Information Officer (CIO) (jtexier@nami.org)

Responsible for the vision and management of the organization's current and future technology needs.

Katrina Gay, National Director, Communications (kgay@nami.org)

Oversees Communications team, including media relations, publications, marketing, public relations, HelpLine and NAMI Web site content

Chuck Harman, National Director of Strategic Alliances & Development (chuck@nami.org)

Liaison between NAMI and its corporate and foundation partners. Oversees corporate & major gifts, planned giving, donor cultivation and direct marketing.

Ron Honberg, J.D., National Director of Policy and Legal Affairs (ronh@nami.org)

Coordinates and oversees the NAMI public policy program.

Colleen Duewel, MPH, National Director, Education, Training & Peer Support (cduewel@nami.org)

Provides strategic oversight and direction for a diverse stable of education and training programs that are built upon and address the experiences and insights of people with lived experience of mental illness.

ADMINISTRATIVE TEAM

David Levy, Chief Financial Officer (CFO) (dlevy@nami.org)

Oversees all internal operations, including accounting, budgeting, human resources, and office services.

Finance

Peggy Stedman, Controller (peggy@nami.org)

Responsible for the accounting functions of the organization to include internal controls, day to day operations and reporting. Supervises accounting staff.

► Lynne Guo, Staff Accountant (lynneg@nami.org)

Has responsibility for the Purchase Order (PO) system and lockbox management. Also processes timesheets, NAMI Walk and E-Join Membership transactions.

Kevin Luong, Staff Accountant (kevinl@nami.org)

Posponsible for all Travel & Exponse Poimbursements: handles all accounts to

Responsible for all Travel & Expense Reimbursements; handles all accounts payable, including vendor invoices, check requests; processes all mail check receipts

► Gwen Williams, Development Database Associate (gwen@nami.org)

Responsible for providing general administrative clerical support, data entry and gift information, preparation & submission of donor reports, manage written and oral communication with donors, coordination of the professional support program.

Human Resources

Blythe Laney, Human Resources Manager (blythe@nami.org)

Oversees and supports all national staff human resource needs, including recruiting and benefits administration.

Office Services

Danya Haywood, Office Manager (danya@nami.org)

Manages office services including telephone system, mailing and shipping, routine printing, office furniture and equipment, office space and storage, safety and security and purchasing and fulfillment; coordinates the activities of the NAMI Store.

Brandie Childs, Receptionist (brandiec@nami.org)

Operates telephone switchboard to answer, screen and forward calls; greets visitors to the office; answers questions from NAMI store customers and members of the public.

▶ Juno Pitchford, Production Assistant (juno@nami.org)

Responsible for shipping and receiving all letters and packages brought to the mail room. Stocks and inventories all office and kitchen supplies and NAMI store products. Responsible for reproduction, copying and faxing of materials and resources; fulfills NAMI store orders and provides customer service to customers.

<u>CENTER FOR EXCELLENCE</u>

Liz Smith. Director. Center for Excellence (Ismith@nami.org)

Oversees development and provision of technical assistance, resources, tools and education needed by NAMI State Organizations and Affiliates to build organizational capacity and achieve the goals of NAMI Standards of Excellence.

▶ Jinneh Dyson, Senior Manager, Center for Excellence (jdyson@nami.org)

Provides technical assistance, resources, tools and education needed by NAMI State Organizations and NAMI Affiliates to build organizational capacity and achieve the goals of NAMI Standards of Excellence.

Renata Ponichtera, Affiliate Relations Manager (renata@nami.org)

Responsible for managing communication channels and coordinating targeted assistance and support to NAMI Affiliates; provides assistance and works on Affiliate development issues.

Kryssa Kriticos, Assistant, Center for Excellence (kkriticos@nami.org)

Provides administrative support and project coordination to the NAMI Center for Excellence.

COMMUNICATIONS & MARKETING TEAM

Katrina Gay, National Director, Communications (kgay@nami.org)

Oversees Communications team, including media relations, publications, marketing, public relations, HelpLine and NAMI Web site content.

News and Media

Bob Carolla, J.D., Director of Media Relations (bobc@nami.org)

Responsible for senior media relations initiatives, senior policy and feature writing and consumer advocacy. Manages Stigmabusters program.

Publications

Courtney Reyers, Director of Publishing (courtneyr@nami.org)

Serves as editor of the Advocate magazine, oversees the writing, production and quality of all NAMI publications, including Web content management and standards of excellence, oversees publication advertising and handles reprint permissions.

- ▶ Brendan McLean Communications Manager (<u>bmclean@nami.org</u>)

 Provides support to the Communications Department Staff in areas such as general copyediting, content and project management.
- ► Kathleen Vogtle Communications Coordinator (kvogtle@nami.org)

 Provides support to the communications team as well as contributes to the overall organization through project management, content creation and digital production.

HelpLine

Martha Brick, HelpLine Manager (martha@nami.org)

Oversees HelpLine operations, ensuring quality information and service to toll-free callers and inquiries via e-mail.

- ▶ J. Douglas Bradley, HelpLine Coordinator (douglasb@nami.org)
 Performs administrative duties, assists volunteers and responds to English and Spanish HelpLine inquiries.
 Assists Communications with research, writing, Facebook page, and StigmaBusters. Assists Web Team with webmaster account.
- Ann Wroth, HelpLine Associate & Volunteer Training Specialist (annw@nami.org)

 Performs administrative duties, trains and assists volunteers and responds to HelpLine inquiries.
- ► Loren Booda, (half- time) HelpLine Information Specialist (loren@nami.org) Responds to HelpLine inquiries and fulfills information requests.
- Sarah Heckenberg, (half-time) HelpLine Information Specialist (sarahh@nami.org)

 Responds to HelpLine inquiries and fulfills information requests. Provides administrative support to FaithNet.
- Dawn Brown, (half-time) HelpLine Content & Development Specialist (<u>dbrown@nami.org</u>) Ensures the integrity of the content of the HelpLine website "portal page", factsheets and numerous other materials needed to ensure highest customer service. Responds to HelpLine inquiries.

► Kate Mallow (half-time) HelpLine Information Specialist
Responds to HelpLine inquiries and fulfills information requests; ensures the Fulfillment room is stocked and that the HelpLine mail is sent weekly.

EDUCATION, TRAINING and PEER SUPPORT CENTER

Colleen Duewel, MPH, National Director, Education, Training & Peer Support (cduewel@nami.org)

Provides strategic oversight and direction for a diverse stable of education and training programs that are built upon and address the experiences and insights of people with lived experience of mental illness.

- ► Teri Brister, Ph.D., Director of Content Integrity & Basics (tbrister@nami.org)
 Responsible for the development of new programs and ensuring the overall quality content of NAMI's existing programs. Author of NAMI Basics, the signature education program for parents and other caregivers of children and adolescents with mental illness.
- ► Karen Gerndt, Senior Project Manager (kgerndt@nami.org)
 Works in concert with the Director of the NAMI Education, Training and Peer Support Center to ensure the integrity and accountability of the programs in the Education, Training and Peer Support Center. Responsible for management of department databases and tools used to design and produce computerized data gueries and reports.
 - ► Maria Cruz, Program Coordinator (<u>mcruz@nami.org</u>)

 Works with the NAMI Peer Programs team to coordinate the growth, sustainability and accountability of NAMI's Education, Training and Peer Support Center Programs. Supports NAMI's Spanish Education programs.
 - ► Abigail Colodner, Program Coordinator (acolodner@nami.org)

 Works with the NAMI Peer Programs team to coordinate the growth, sustainability and accountability of NAMI's Education, Training and Peer Support Center Programs.
 - ▶ Jacqueline Higgins, Program Coordinator (jhiggins@nami.org)

 Works with the NAMI Peer Programs team to coordinate the growth, sustainability and accountability of NAMI's Education, Training and Peer Support Center Programs.
- Suzanne Robinson, Senior Manager, NAMI Family-to-Family (srobinson@nami.org)

 Establishes and maintains contact with NAMI state organizations and NAMI affiliates to offer consultation and technical assistance to sustain and expand NAMI's Education, Training and Peer Support Center Programs, with a special emphasis on Family and Veterans Programs. In this role, she provides technical assistance to NAMI Family-to-Family Programs.
- Sarah O'Brien, Manager, NAMI Peer-to-Peer and NAMI Connection Recovery (saraho@nami.org)

 Establishes and maintains contact with NAMI state organizations and NAMI affiliates to offer consultation and technical assistance to sustain and expand NAMI's Education, Training and Peer Support Center Programs. In this role she provides technical assistance to NAMI's Peer-to-Peer and Connection Recovery Support Group programs.
- Julie Erickson, Manager, NAMI In Our Own Voice and NAMI Family Support Groups
 (jerickson@nami.org)
 Establishes and maintains contact with NAMI state organizations and NAMI affiliates to offer consultation and technical assistance to sustain and expand NAMI's Education, Training and Peer Support Center Programs. In this role she provides technical assistance to NAMI's In Our Own Voice and Family Support Group Programs.

Holly Davison, Manager, NAMI Ending the Silence, NAMI Parents & Teachers as Allies and NAMI Provider Education (hdavison@nami.org)

Establishes and maintains contact with NAMI state organizations and NAMI affiliates to offer consultation and technical assistance to sustain and expand NAMI's Education, Training and Peer Support Center Programs. In this role she provides technical assistance to NAMI's Ending the Silence, NAMI Parents and Teachers as Allies and NAMI Provider Education Programs.

GOVERNANCE & OPERATIONS

Lynn Borton, Chief Operating Officer (COO) (lynnb@nami.org)

Provides strategic support to Board and Governance. Oversees program and implementation of Strategic Plan as well as NAMI's internal program operations, including Center for Excellence, Convention, Education, MAC, NAMIWalks, Organizational Learning and the STAR Center.

- Susan Gaffney, Senior Project Manager (<u>susang@nami.org</u>)
 - Manages and oversees progress, facilitates communication, and orchestrates activities to reach organizational deadlines and goals related to NAMI Standards of Excellence. Provides resources and guidance to assist NAMI State Organizations and NAMI Affiliates in pursuit of NAMI Standards of Excellence.
 - ▶ Bob Scott, Manager, Governance & Operations (bobscott@nami.org)

 Manages NAMI's Profile Center, charter tracking, voting processes and the team's web presence.

 Provides support and technical assistance both internally and externally in support of NAMI

 Standards of Excellence.
 - ► Lynne Saunders, Manager, Governance & Operations (lynne@nami.org)
 Facilitates communication and support activities for chartering and affiliation; serves as liaison for field engagement in implementation of NAMI Standards of Excellence.

INFORMATION TECHNOLOGY

Jean-Michel Texier, Chief Information Officer (CIO) (jtexier@nami.org)

Responsible for the vision and management of the organization's current and future technology needs.

- Liz Norton, CRM Senior System Manager (lnorton@nami.org)
 Supervises and maintains the installation, configuration, and support of the NAMI's customer relationship management (CRM) system using established best practices. Assists the user community on issues related to the design, development, and deployment of the CRM System.
- ▶ Jeff Zeidman, Direct Marketing Manager (jeffz@nami.org)

 Manages NAMI's Direct Marketing program in coordination with the National Director, Strategic Alliances and Development and the Director of Development.

Information Services

Elizabeth Monrad, Information Services Manager (elizabethm@nami.org)

Manages the team that supports NAMI's membership program, including data processing activities as well as responding to customer service requests submitted by NAMI Members, NAMI Staff, State Organizations and Affiliates.

Amanda Roberts, Information Services Coordinator (aroberts@nami.org)

Provides technical and administrative support for the activities of the Information Services team. Serves as the main point of contact for direct member inquiries. Responsible for ongoing maintenance and support of Constituent Relationship Management (CRM).

Information Technology

Chris Ngobili, IT Systems Technician (cngobili@nami.org)

Responsible for maintenance and support of NAMI's IT infrastructure.

Web Services

Don Lamm, Director, Web Services (dlamm@nami.org)

Oversees design, development and operation of NAMI Web site and Web-related services.

► Nathan Lemon, Web Producer (nlemon2@nami.org)

Responsible for the creation of high quality web content that extends and enhances NAMI's mission. Provides primary writing and design support for NAMI's web site and e-communications.

MEDICAL DIRECTOR

Ken Duckworth, M.D., Medical Director (ken@nami.org)

Consults with and advises NAMI staff on issues related to research and policy; meets and speaks with internal and external groups on behalf of the organization.

MEETINGS & CONVENTION

Ann Nagle, Director, Meetings and Conventions (ann@nami.org)

Oversees NAMI's annual convention including the program development. Oversees the NAMI awards program. Manages site selection for all NAMI meetings, conferences and conventions. Negotiates hotel and vendor contracts for all meetings.

[vacant] Manager, Meetings & Conventions

Manages the logistics for the NAMI annual convention including the development of systems for tracking all program needs, speaker communications and logistical needs and hotel logistics. Coordinates logistics for other NAMI meetings.

► Hanem Ali, Manager, Registration & Exhibits (hanem@nami.org)

Manages convention registration, including all NAMI 360 annual system updates for the convention module. Markets and manages the convention exhibit program. Recruits, organizes and trains all convention volunteers. Coordinates the convention scholarship program.

MULTICULTURAL ACTION CENTER (MAC)

Maria Jose Carrasco, Director, Multicultural Action Center (<a href="mailto:mai

► Lynda Cortes-Avellaneda, Program Manager (lcortes@nami.org)

Provides program management for all MAC activities.

<u>NAMIWALKS</u>

Warren Karmol, Director NAMIWalks (Wkarmol@nami.org)

Responsible for the overall strategic direction, planning, management and expansion of NAMI's national signature fundraising event.

- Chris Thornton, Senior National NAMIWalks Manager (cthornton@nami.org)
 Responsible for implementing the NAMIWalks program at new and existing Walk sites to ensure the national model is followed and effectively implemented; training / guiding the local staff person(s) or volunteer(s) responsible for managing walk program locally.
- ▶ Wayne Baldaro, National NAMIWalks Manager (<u>wbaldaro@nami.org</u>)
 Responsible for implementing the NAMIWalks program at new and existing NAMIWalk sites to ensure the national model is followed and effectively implemented; training/guiding the local staff person(s) or volunteer(s) responsible for managing walk program locally.
- Charles "Ebbie" Alfree III, National NAMIWalks Manager (calfree@nami.org)
 Responsible for implementing the NAMIWalks program at new and existing Walk sites to ensure the national model is followed and effectively implemented; training / guiding the local staff person(s) or volunteer(s) responsible for managing walk program locally.
- Wanda Keller, National Walks Manager (wkeller@nami.org) (Start date: 12/16/13)

 Responsible for implementing the NAMIWalks program at new and existing NAMIWalk sites to ensure the national model is followed and effectively implemented; training / guiding the local staff person(s) or volunteer(s) responsible for managing NAMIWalk program locally.
- Melissa Montgomery, Program Administrative Assistant (mmontgomery@nami.org)

 Provides administrative support for NAMIWALKS national program by maintaining and refining the NAMIWalk information systems, managing vendor contracts and providing all centralized support services to the NAMIWalk sites.

ORGANIZATIONAL LEARNING

Valerie Hunter, National Organizational Learning Consultant (vhunter@nami.org)

Designs, facilitates, coaches implements a variety of learning experiences that enables NAMI organizations to work better together in order to carry out our mission.

POLICY TEAM

Ron Honberg, J.D., National Director of Policy and Legal Affairs (ronh@nami.org)

Oversees and manages the policy team, liaison to the Public Policy Committee of the NAMI Board, point person on policy team for criminal justice and legal issues.

Child and Adolescent Action Center

Darcy Gruttadaro, J.D., Director, Child and Adolescent Action Center (darcy@nami.org)

Directs and coordinates all of NAMI's efforts and initiatives on child and adolescent issues; represents NAMI on Capitol Hill on child and adolescent issues; edits Beginnings.

► Emily Cepla, Program Manager (ecepla@nami.org)

Manages many activities of the Child and Adolescent Action Center, including StrengthofUs, Beginnings, and the CIT for Youth initiative.

Federal Legislative Affairs

Andrew Sperling, J.D., Director, Legislative Affairs (andrew@nami.org)

Represents NAMI on Capitol Hill and with federal executive branch agencies on a variety of federal issues, including housing, health reform, appropriations, research on mental illness, and other issues.

Law and Criminal Justice Action Center

Laura Usher, Manager, Crisis Intervention Team (CIT) (laurau@nami.org)

Manages NAMI CIT Center; develops resource materials; provides technical assistance; editor of CIT in Action; assist with state advocacy publications; research and resource development.

State Policy

Sita Diehl- Director, State Policy and Advocacy (sdiehl@nami.org)

Directs NAMI's state advocacy and technical assistance operations; serves as liaison on state advocacy to half of the states.

▶ Jessica Hart, State Advocacy Manager (jwhart@nami.org)

Creates resources to strengthen and inform NAMI's state advocacy capacity and serves as advocacy liaison to states.

Dania Douglas, State Advocacy Manager (ddouglas@nami.org)

Creates resources to strengthen and inform NAMI's state advocacy capacity and serves as advocacy liaison to states.

Veterans Policy & Support

Jean Moore - Manager, Military & Veterans' Policy & Support (jeanmoore@nami.org)

Coordinates and implement NAMI's policy, advocacy and technical assistance efforts in military & veterans' mental health.

STAR CENTER

Chacku Mathai - Director, STAR Center (cmathai@nami.org)

Oversees NAMI's STAR (Support, Technical Assistance and Resource) Center under CMHS grant and responsible for the program/project design, plan, products, resources, and promotional material on self-help and cultural competence/diversity for recovery and integrated wellness. Responsible for the day-to-day planning and implantation of STAR Center events, resources, systems, products, and communications.

► Tanya Naranjo Glorioso - Project Manager, STAR Center (tnglorioso@nami.org)
Responsible for the day-to-day planning and implementation of STAR Center events, resources, systems, products, and communications and works with the Director for ongoing quality improvement, evaluation and analysis of all program activities.

STRATEGIC ALLIANCES & DEVELOPMENT

Chuck Harman, National Director of Strategic Alliances & Development (chuck@nami.org)

Manages the planning, coordination and implementation of NAMI's development strategy and all department staff. Works directly with NAMI corporate sponsors, foundations, large donors, the Corporate Advisory Group, on external relationships and with special events.

- Emily Tracy, Development Director (etracy@nami.org)
 Oversees fundraising areas associates with individual donor development, including major donors, direct mail and planned gifts; plans and executes strategies to identify, cultivate, solicit and steward donors.
 - Adriane Horne, Development Manager (ahorne@nami.org)

 With the Director of Development, coordinates and manages the development and implementation of the Leadership Alliance major donor program. Responsible for management of major donor and prospect records in the donor database.
- ▶ Jessica Edwards Development Manager (jhammond@nami.org)
 With the National Director, coordinates and manages the development and implementation of corporate sponsor grant submissions and relationships. Responsible for management of grant systems, prospect corporations and our current database of corporate supporters. Performs related duties in the area of corporate fundraising.
- ▶ Barbara Potts Manager, External Relations (bpotts@nami.org)
 Oversees NAMI's Foundation fundraising strategy. These efforts include foundation identification and proposal development, and solicitation, grant writing and project management. Implements strategy for corporate and government grant funding.