



# Danielle de Congé

PIVOTING TO ANIMAL LIBERATION

## Key Professional Experience

### MEMBERSHIP + PROGRAMS COORDINATOR (PART-TIME)

Art Jewelry Forum | Apr 2025 – present

- Foster relationships with UHNW donors via strategic travel
- Oversee high-level data maintenance, record-keeping, and gift recognition for ~300 members
- Report statistics and metrics to evaluate membership and programming performance

### EXECUTIVE ASSISTANT / OPERATIONS

The Blackhouse Foundation | Jun 2021 – Jul 2024

- Co-produced standing-room-only activations at premier international film festivals and Hollywood industry events
- Managed logistics to support corporate sponsorship, program development, and event production
- Cultivated relationships with stakeholders and vendors, including the board of directors, legal partners, publicists, and finance liaisons

### EXECUTIVE & PERSONAL ASSISTANT

Startups.co/Zirtual | Jul 2016 – Feb 2019

- Provided high-touch administrative support for myriad executive clients across multiple industries and time zones
- Owned tech support, digital assets, and programs
- Produced and published social media calendars

## Alma Maters

### GOLDSMITHS, UNIVERSITY OF LONDON

MA, Creative & Cultural Entrepreneurship | 2020

### PRATT INSTITUTE

BFA, Jewelry & Fine Metals | 2010

### THE PARK SCHOOL OF BALTIMORE

Secondary School Diploma | 2006

## SUMMARY

Keen administrator and passionate vegan with a strong background in operations, proven ability to manage competing projects, and sartorial prowess to boot

## VOLUNTEER HISTORY

The Humane League  
Voters for Animal Rights  
Humane World for Animals  
BARCS Baltimore Rescue Shelter  
Baltimore Humane Society  
Maryland SPCA

## CURRENT PROFESSIONAL DEVELOPMENT

Mentee,  
Animal Activism Collective  
Mentorship Program

*Your Role In Animal Advocacy*  
Online Course,  
Animal Advocacy Careers

## CONTACT

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# Danielle deCongé

## PIVOTING TO ANIMAL LIBERATION (cont'd)

### *Further Noteworthy Professional Experience*

#### SKILLS

Administration  
Communication  
Data Management  
Program Delivery  
Presentation

#### EXPERTISE

Google Workspace  
Microsoft 365  
Network for Good  
SharePoint  
Productivity Suites

#### TRAITS

Self-Motivated  
Innovative  
Collaborative  
Adaptable  
Gregarious

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#### CURATOR IN RESIDENCE

The Jewelry Library | Apr 2024 – Apr 2025

- Founded the “PUT A BROOCH ON IT” social media diary to launch a series of standing-room-only panel discussions
- Collaborated with prominent contemporary jewelry galleries
- The project culminated with a live activation at New York City Jewelry Week

#### OPERATIONS MANAGER (CONTRACT)

Gender Equity Policy Institute | Jan – Apr 2021

- Collaborated with the president of the nonprofit startup to establish its creative and administrative foundation
- Performed legislative and demographic research to support models for California bill scoring
- Organized a vast strategic contact database to identify and track valuable partnership and fundraising opportunities

#### MERCHANDISING ASSISTANT

Signet | May 2014 – May 2015

- Coordinated the company's debut in-house design operation during the acquisition of the Zale Corporation
- Created trend reports, design boards, and project design presentations for the Vice President and Director of Design
- Integrated new and ongoing design projects from all brands to launch the Product Development department

#### BOUTIQUE ASSISTANT

Cartier, Fifth Avenue | Jul 2010 – Aug 2011

- Single-handedly reconstructed Central Stock to improve sales at the prestigious North American flagship
- Initiated the Boutique Assistants' email program
- Appointed to Madison Avenue boutique vault staff to independently audit inventory and receive merchandise