

## ANNE PUOTINEN

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Creative, analytical and personable fundraiser, operations strategist and leader with over 25 years of experience. Strong relationship builder, critical thinker and innovative problem solver.

### EXPERIENCE

**Consultant** Chicago, IL / January 2023 – present

- Director of Individual Giving, The Bulletin of the Atomic Scientists, April 2023 – present
  - Lead strategy, stewardship, cultivation, and solicitation for individual donors.
- Trinity Irish Dance Company, January 2023 – present
  - Develop grant strategies and relationship building, and grant writing.
  - Event management and solicitation for individuals and organizations. Board development.
- PowerPlay, NYC, February – June 2023
  - Develop grant strategies and relationship building, and grant writing.

**Breathe Ventures** Chicago, IL and remote / December 2021 – March 2023  
Strategist, Fundraising and Administration

- Thought partner to serial entrepreneur and CEO for all aspects of an agency incubator and its startup companies. Member of leadership team. Created and implemented goals, priorities, operations and strategic projects. Developed and employed business analysis for innovative solutions for challenges utilizing resources efficiently and effectively.
- Collaborated with CEO and founders to execute fundraising goals. Develop and execute strategy. Led developer of investor pipeline including closing asks. For one company, investment amounts ranged from 5 - 7 figures for a \$1 – 3 million raise.
- Built productive teams and leadership development through human resources recruitment, mentoring and oversight. Spearheaded projects, accountabilities, and outcomes.

**Landmarks Illinois** Chicago, IL / March 2020 – July 2021  
Director of Development and Engagement

- Identified, cultivated, solicited, and stewarded individual, foundation, and corporate donors. Grew major and planned gifts pipeline using moves management.
  - Primary solicitor and steward for 17-member corporate sponsorship program representing over \$200,000 in unrestricted annual donations.
  - Managed foundation relationships valued at over \$250,000.
  - Strategized and solicited donors for 50th Anniversary Campaign to raise \$267,000 for a multi-phased strategic planning and implementation program.
- Designed and implemented donor communications, programs, and events to support the engagement and stewardship of donors and prospects.
  - Responsible for annual fundraising gala. The 2020 virtual event 50Forward had 695 registrants and raised \$616,000, over \$150,000 more than net goal.
- Led board-level Resource Development and Board Development committees, and Emeritus Board.
- Leader and supervisor for two direct reports: Membership Manager and Events Manager.

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**Snowball Project** Chicago, IL / April 2019 - February 2020  
Director of Operations and External Affairs

- Created and employed business analysis and program management across all programs and services for a nonprofit startup. Developed and implemented multi-year strategic and operation plans with budgets to form goals and workflow through FY2021. Managed budgets. Secured 501(c)3 status for organization.
- Developed a partnership program for volunteers to form 18 groups of 10 to rigorously test and promote app during the primaries during general 2020 election.
- In the first six months, developed a prospect pipeline using moves management for over 125 individuals for gifts of five to six-figures through research and personal interactions.

**Roosevelt University** Chicago, IL / August 2016 – April 2019  
Director of Development, Foundation Relations and Stewardship

- Identified, qualified, developed, managed, solicited, and stewarded an active pipeline using moves management and Raiser's Edge database tools for gifts and grants ranging from \$1K - multimillion dollar gifts from individuals and organizations.
- Maintained a portfolio of 125 major gift and/or scholarship donors. Solicited and negotiated gifts of \$50,000 and more. Drafted gift agreements. In FY18 secured \$1.5 million in cash gifts and was an active team member that secured another \$3 million in organization grants. Secured over \$1 million in planned gift commitments. In FY19 was on track to secure \$1 million in cash gifts and another \$1 million in organization grants.
- Cross-functional team leader working collaboratively with other development staff, academic leaders, senior administration including the President, and current and past students to implement donor stewardship and cultivation events for all current and prospective individual and organization donors.

**The Joffrey Ballet** Chicago, IL / January 2015 – August 2016  
Director of Development (Interim Jan – Jun 2015)

- Led, created and implemented a donor acquisition, upgrade, and renewal campaign for individual donors of \$1 - \$24,999, including communications and solicitations via mail, email, website, telephone, video, and social media.
- Led all corporate, foundation, and government grants process. Developed and managed relationships with 25 – 30 annual leadership and strategic gift donors. Achieved goal of \$3.1 million for individual giving in FY16, equal to 42% of contributed revenue.
- Led and supervised fundraising team of 3 professionals.
- Collaborated with CFO to develop electronic information exchange, monthly reconciliations and compliance, budget management, and audit assistance.
- Led the Raisers Edge to Tessitura conversion processes including vendor management, data integrity, process implementations and improvements, and staff training.

**Consultant** Chicago, IL / July 2004 – December 2014

Provided operation and development management services for non-organizations:

- Analysis – produced strategic operation and charity fundraising plans
- Operations –financial reporting and projections; staff recruitment and management
- Stewardship –board management consultation, member and donor stewardship
- Solicitation – grants; prospect and donor pipeline; strategic solicitation programs

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**The Art Institute of Chicago** Chicago, IL / December 1995 – June 2004

Director of Development Information Services (promotion from Asst Director in 1998)

- Responsible for 1 million+ records fundraising and membership database.
- Collaborated with internal and external relationships for data usage, analysis, and solicitations. Partner for all direct mail and telephone fundraising efforts including data analysis, trend identification, strategic recommendations for group segmentation representing on average \$10 million a year.
- Led design of moves management structure for \$100+ million capital campaign.
- Led, recruited, trained, supervised, and evaluated 14 staff members. Served as dotted line manager for 2 employees. Managed an annual budget of \$800,000, reduced budget expenditures by 20% over two years.

**PROFESSIONAL AFFILIATIONS AND DISTINCTIONS**

- Mentee for Jan – Jun 2023 cohort at Chicago Innovation, Women’s Innovation Co-Op
- President of the board at Steep Theatre, Chicago, IL. Past secretary and co-chairperson, Fundraising Committee; March 2018 to the present
- Management Fellow, Development Leadership Consortium; 2018-2019 cohort
- Local School Council parent representative at John B. Murphy Elementary; 2007-2012 and co-chairperson 2010-2012; founder and chairman of the fundraising committee
- Chairman’s Award, The Art Institute of Chicago; June 2004

**EDUCATION**

The School of The Art Institute of Chicago

Master of Arts (MA) in Art History, BFA Candidate in Painting/Drawing

The College of the University of Chicago

Bachelor of Arts (BA) in History

**SELECTED SKILLS**

- Engaging public speaker and communicator– presenter at multiple national conferences; donor/investor and prospect phone and video calls; in-person meetings; presentations/pitches, solicitations, and negotiations
- Skilled and persuasive writer – all forms of correspondence; grant applications and reports; proposals; pitch decks; strategic and operations plans; board materials
- Collaborative and innovative leadership and management skills – staff mentoring and oversight; team member and leader; board and committee management; strategic decision maker; complex problem solver; effective project manager
- Robust technological proficiencies – MS Office, Google Workplace, Project Management apps, multiple CRM platforms, managed multiple CRM conversions, reporting and presentation apps, Communication apps, facility with several flavors of BASIC, SQL, Java