

Joseph L. Grabowski

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Professional Overview

- A diligent worker with a commitment to excellence in all my undertakings, I also approach all my duties with a spirit of service to others, inspired both by my military training and my ministerial education. My diverse background includes experience teaching; creating and editing text and visual communications for print and online media; maintaining message calendars and public relations campaigns; executing email and direct mail campaigns for non-profits; fundraising, donor cultivation, and list building; overseeing website and social media design and maintenance; event planning and coordination; and managing contractors, vendors, and interns.

Experience

DIRECTOR OF COMMUNICATIONS | NATIONAL ORGANIZATION FOR MARRIAGE | JULY 2012-PRESENT

- Responsible for marshalling all donor and supporter communications through every stage of production (including mail and email newsletters and fundraising appeals, creative graphics for online media, audio- and video-message scripts, etc.); managing vendors providing copy writing, print and web design, and other communications services; crafting and directing the overall public message of a large grassroots organization; providing interviews to the press; assisting in legal compliance and reporting and implementing best practices for the organization's 501(c)(3) and 501(c)(4) components.

DIRECTOR OF PROGRAMMING | INTERNATIONAL INSTITUTE FOR CULTURE | MARCH 2015-FEBRUARY 2016

- Responsible for all outgoing communications, social media, and web management; planning and executing programs and events, including locally, regionally, and internationally; maintaining database of contacts and sustaining organizational relationships; fundraising and list-building.

TEACHING ASSISTANT | MARQUETTE UNIVERSITY DEPT. OF ENGLISH | 2010-2012

- Taught several sections of Freshman college students the core curriculum of Rhetoric and Composition.
- Recipient of 2012 John D. McCabe Award for Excellence in Teaching.

Skills & Abilities

WRITING AND EDITING

- Familiarity with various style manuals and disciplinary norms; superior proficiency in English grammar and syntax; wide experience in review and editing of both written and visual texts for publication; familiarity with review process involving teams of personnel with differentiated tasks (e.g. copy-writers, graphic designers, web programmers, etc.).

TECHNOLOGY

- Exceptional proficiency with MS Office Suite, social media platforms (Facebook, Twitter, LinkedIn, Instagram, etc.), email services (e.g. Constant Contact, Vervemail, MailChimp); strong proficiency with WordPress and similar products, HTML language, and CRM tools (e.g. Salesforce); highly adaptable to learning new technologies.

COMMUNICATIONS SKILLS

- Exceptional interpersonal and communication skills; experience working with collaborative teams on-site and remotely; wide breadth of experience in communicating varied messages to targeted audiences (e.g., classroom teaching, political lobbying, online grassroots engagement and activism, etc.).

Education

M.A. IN ENGLISH LITERATURE | AUGUST 2012 | MARQUETTE UNIVERSITY

- 4.0 GPA.

M.A. IN THEOLOGY/MASTER OF DIVINITY | (INCOMPLETE, 2009) | ST. CHARLES BORROMEIO SEMINARY

- 64 credits for graduate-level coursework in pastoral, scriptural, systematic, liturgical, and moral theology.
- 3.9 GPA.

B.A. IN PHILOSOPHY | MAY 2007 | ST. CHARLES BORROMEIO SEMINARY

- Minor in English.
- *Summa cum laude*; 3.9 GPA; graduation awards for Latin, Spanish, Philosophy, and English.

References provided upon request.