Joseph L. Grabowski

Professional Overview

· A diligent worker with a commitment to excellence in all my undertakings, I approach all my duties with a spirit of service to others, inspired both by my military background and by my faith. My diverse background includes experience teaching; with the standards of various writing manuals and disciplinary paradigms; creating and editing text and visual communications for print and online media; maintaining messaging calendars and agendas; directing email and direct mail campaigns for non-profits; with 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

EXECUTIVE DIRECTOR | INTERNATIONAL ORGANIZATION FOR THE FAMILY | JAN 2017-PRESENT

· Responsible for all communications with donor supporters and partners at every stage, from solicitation through tax receipting, including dispute resolution; creation of all digital communications in MailChimp; maintenance of strategic partnerships with other activist groups and individuals; organization and management of the IOF/World Congress of Families events in Cape Town, South Africa in 2016; Budapest, Hungary in 2017; Chisinau, Moldova in 2018; and Verona, Italy in 2019.

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

· Responsible for marshalling all donor and supporter communications in various media through every stage of publication (including mail and email newsletters, online and direct mail fundraising appeals, foundation grant proposals, online media campaigns an graphics, audio- and video-scripts, etc.); crafting and directing the organization's overall public message; providing interviews to press; assisting in legal compliance and reporting; implementing best practices for the organization's 501(c)(3) and 501(c)(4) components.

DIRECTOR OF PROGRAMMING | INTERNATIONAL INSTITUTE FOR CULTURE | MARCH 2015-APRIL 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 scores of Freshman college students core classes in 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; 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 BORROMEO 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 BORROMEO SEMINARY

· *Summa cum laude*; 3.9 GPA; special awards for Latin, Spanish, English, and Philosophy; minor in English.

References can be provided upon request.