

Dawn Tyler Lee

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SUMMARY OF QUALIFICATIONS

Accomplished | Collaborative | Consistent | Detail-oriented | Effective
Innovative | Results Driven | Service-Minded | Strategic | Trustworthy

- ❖ Well respected and demonstrated leader with over xx years of wide ranging experience in higher education administration, government affairs, community relations and community building
- ❖ Proven expertise in coalition-building, program development, project management, policy analysis and working with diverse constituencies
- ❖ Excellent written and verbal communication, confident and engaging public speaker

PROFESSIONAL PROFILE

Deputy Chief of Staff of External Affairs

City of Columbus | Office of Mayor Andrew J. Ginther | Columbus, Ohio | 2016 - Present

- Senior advisor to Columbus' 53rd Mayor in the areas of community affairs, community and economic development, workforce development, government affairs, labor relations, health, education and diversity and inclusion

Senior Vice President of Community Impact

United Way of Central Ohio | Columbus, Ohio | 2012-2015

- Led a 36 member team responsible for organization's work in the impact areas of education, income, health and home, data and accountability, diversity and inclusion, public policy and volunteerism and engagement
- Managed a department budget of over \$1m
- Granted approximately \$26 million to programs reduce poverty for central Ohio individuals and families
- Redeveloped United Way's investment process to ensure greater flexibility and that all resources were aligned with reducing poverty

Founding Executive Director

The Ohio State University | Partners Achieving Community Transformation | Columbus, Ohio | 2011 - 2012

- Provided strategic direction for the university's historic community redevelopment initiative on the near east side of Columbus in five core areas: (1) Jobs and Economic Impact; (2) Vibrant, Safe and Accessible Neighborhoods; (3) Health and Wellness; (4) Education; and (5) Housing
- Leveraged the University's \$10m investment commitment
- Served as an ambassador for PACT and its partners
- Hired and managed PACT staff, master planning team and committees involving over 100 community volunteers
- Developed marketing and branding of PACT resulting in visibility with community leaders and stakeholders

Assistant Vice President

The Ohio State University | Office of Outreach and Engagement | Columbus, Ohio | 2009 - 2011

- Strategically planned, implemented and facilitated regular meetings with community leaders and stakeholders
- Seamlessly spearheaded there separate events which hosted over 1,000 guests and increased awareness and visibility of teaching, research and service efforts of the University and expertly raised over \$30,000 to support these events
- Efficiently organized campus visits for over 250 students from Columbus City Schools
- Created opportunities for student leadership and development as project manager for the JP Morgan Chase Leadership Academy at The Ohio State University
- Established process to enhance communication between OSU and the City of Columbus that ended costly delays in construction projects
- Increased efficiencies, maximized resources and encouraged and facilitated strategic purchases of University sponsorships and tables at community events

Assistant Vice President

The Ohio State University | Office of Government Affairs | Columbus, Ohio | 2004 - 2009

- Routinely advised the president and senior university leadership regarding local government and community matters
- Developed new and expanded existing relationships with elected and appointed local government and community leaders
- Strategically guided university administrators through city processes to accomplish University goals and objectives

- Analyzed and monitored proposed legislation by local legislative bodies and ensured alignment and compatibility with University agenda.
- Facilitated collaborations between the University and local government, neighborhood organizations and nonprofit agencies
- Broadly communicated University achievements, events and activities with the Columbus community
- Served on the President's Calendar Committee
- Prepared briefing and talking points for the President and staffed him at community events

RELATED PROFESSIONAL EXPERIENCES

Consultant and Founder

YWCA Generation Y Leadership Program | Columbus, Ohio | 2008 - 2010

Board Liaison

Columbus City Schools | Columbus, Ohio | 2002 - 2004

Legislative Analyst

City of Columbus | Columbus City Council | Columbus, Ohio | 1999 - 2002

Housing Policy Director

Coalition on Homelessness and Housing in Ohio | Columbus, Ohio | 1996 - 1999

BOARD, COMMITTEE AND COMMUNITY SERVICE

- African American Leadership Academy Advisory Board | *Board Member*
- Association of Staff and Faculty Women Board of Trustees | *Past President*
- Big Brothers Big Sisters Project Mentor | *Past Mentor at Champion Middle School and Columbus City Preparatory School for Girls*
- Black Women Faculty and Professional Staff Committee | *Past Steering Committee Member*
- Central Ohio Transit Authority Board of Trustees | *Past Board Member and Board Chair*
- Columbus Metropolitan Club Board of Trustees | *Past Board Member and Board Secretary*
- Columbus School for Girls Board of Trustees | *Past Board Member*
- Delta Sigma Theta Sorority, Incorporated | *Member*
- Homeport (formerly Columbus Housing Partnership) Board of Trustees | *Past Board Member*
- The Links Incorporated, Columbus Chapter | *Member*
- OSU President and Provost's Council on Women Committee | *Past Committee Member*
- New Directions Career Center (formerly Center for New Directions) Board of Trustees | *Past Board Member and Board Chair*
- Ruling Our Experiences (ROX) Board of Trustees | *Past Board Member | Founding Board Member*

AWARDS AND RECOGNITIONS

- Hampton University 20-year Distinguished Alumni Award nominee | 2014
- YWCA Woman of Achievement | 2013
- Ray Miller Institute for Change and Leadership Award | 2011
- Women and Economic Leadership Development "Woman You Should Know" | 2010
- Columbus Alive! Newspaper "11 People to Watch" | 2008
- Columbus Monthly magazine "bridge-builder" | 2007
- Business First 40 Under 40 Award | 2001
- Who's Who in Black Columbus | profiled in four editions since 2000

EDUCATION AND LEADERSHIP DEVELOPMENT

Master of Arts | University of Delaware | Urban Affairs and Public Policy | Housing and Community Development Specialization

Bachelor of Arts | Hampton University | Political Science

Graduate of Columbus City Schools

- Summer Institute for Women in Higher Education Administration | Bryn Mawr College
- Project Diversity Cycle 10 | United Way of Central Ohio
- Women's Place Staff Leadership Program | The Ohio State University
- Young American Leaders Program | Harvard Business School