

MICHAEL P. STEPHENSON

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PROFESSIONAL SUMMARY

Mike Stephenson has fifteen years experience working with not-for-profit organizations. He has served as chief executive officer, chief operating officer, and chief financial officer with cultural and social welfare. His consulting engagements include cultural, religious, education, healthcare, and association clients.

Mike has directed or been involved with projects ranging from a few hundred thousand dollars to more than fifteen million dollars. In addition to his staff and consulting experience, he has served as an officer and board member with several state and regional organizations. Before entering the not-for-profit arena, Mike spent thirteen years in retail management.

QUALIFICATIONS

- Demonstrated achievement in development, strategic planning, finance, and operations.
- Excellent creative and communication skills: published writer and frequent presenter
- Results-oriented with outstanding interpersonal and problem-solving skills.
- Strong knowledge of not-for-profit organizations

CONSULTING EXPERIENCE

STEPHENSON ASSOCIATES

February 1991 to present

2439 MENOKIN DRIVE, ALEXANDRIA, VIRGINIA 22302

Development Consultant. Provided consulting services in annual giving, capital campaign strategy and implementation, and strategic planning to not-for-profit organizations.

AMERICAN CITY BUREAU, INC.

February 2000 to February 2003

1721 MOON LAKE BOULEVARD, HOFFMAN ESTATES, ILLINOIS 60194

Senior Consultant. Provides development and management consulting services to not-for-profit organizations. American City Bureau is the oldest fundraising consulting firm in the United States. A full-service consulting firm, ACB has a strong emphasis in multi-million dollar capital campaigns.

CUNNEEN FUNDRAISING SERVICES, INC.

August 1999 to February 2000

1721 MOON LAKE BOULEVARD, HOFFMAN ESTATES, ILLINOIS 60194

Capital Campaign Director. Assisted parishes with short-term, intensive capital campaigns. Over the past 17 years, Cunneen has consulted to more than 5,000 parishes and schools.

NOT-FOR-PROFIT MANAGEMENT EXPERIENCE

OKLAHOMA GOODWILL INDUSTRIES, INC.

August 1997 - August 1999

410 SW THIRD STREET, OKLAHOMA CITY, OKLAHOMA 73109

Vice President for Finance and Administration. Chief financial officer with responsibility for the accounting, finance, management information systems, and human resources departments. The agency employs 650 people and had a budget in 1999 of \$11,786,938.

KIRKPATRICK SCIENCE AND AIR SPACE MUSEUM AT OMNIPLEX

August 1996 - August 1997

2100 NE 52ND STREET, OKLAHOMA CITY, OKLAHOMA 73111

Vice President for Operations. Chief operating officer responsible for the organization's marketing, retail sales, visitor services, accounting, finance, and food service. The operating budget for 1997 was \$4,115,000 and the endowment exceeded \$35,000,000.

JOHN R. AND ELEANOR R. MITCHELL FOUNDATION February 1991 - July 1996
P.O. BOX 923, RICHVIEW ROAD, MT. VERNON, ILLINOIS 62864
Executive Director. Chief executive officer responsible for leading and managing all human, financial, and physical resources. The foundation operates Cedarhurst, an art museum, sculpture park, and performing arts facility on an 85-acre site in southern Illinois.

KANSAS COSMOSPHERE AND SPACE CENTER July 1989 - January 1991
1100 NORTH PLUM, HUTCHINSON, KANSAS 67501
Associate Director (Operations). Managed the institution's finance, operations, marketing, and membership activities. The Kansas Cosmosphere and Space Center, the state's largest visitor attraction, has an OMNIMAX[®] theater and the country's second largest collection of space artifacts

RETAIL MANAGEMENT EXPERIENCE

APPAREL ALTERNATIVES, INC. June 1987 - June 1989
ONE EAST NINTH AVE., HUTCHINSON, KANSAS 67501
Founder and President. Responsible for evaluating potential markets, acquiring licensing agreements with stores, and managing merchandising and inventory systems. Apparel Alternatives, Inc., operated maternity-clothing departments in Kansas and Missouri.

NEWMAN MERCANTILE CO., INC. June 1979 - May 1987
182 NORTH PARK MALL, JOPLIN, MISSOURI 64801
General Manager, Hutchinson, Kansas, 1985-1987. Buyer, Misses' Sportswear, 1979-1985. Newman's was a specialty chain with \$25,000,000 annual sales in 1987.

THE HECHT CO., INC. October 1974 - August 1977
12TH AND G STREETS, WASHINGTON, D.C. 20004
Positions included hardlines merchandise coordinator, assistant buyer, and trainee. Coordinated merchandising activities and promotions for eighteen stores in an \$18,000,000 division.

TEACHING EXPERIENCE

MCPHERSON COLLEGE, P.O. BOX 1402, MCPHERSON, KS 67460 Spring 1990
Instructor, Microeconomics

HUTCHINSON COMMUNITY COLLEGE, 1300 NORTH PLUM, HUTCHINSON, KS 67501 Fall 1988, Fall 1990
Instructor, Elementary Russian, Principles of Advertising

EDUCATION

Master of Divinity, Virginia Theological Seminary, Alexandria, Virginia. Expected May 2006.

Master of Business Administration, Washington University, St. Louis, Missouri, May 1979.
Concentration: Accounting and Management.

Graduate study in the Soviet Union. SUNY, New Paltz, New York, July-August 1974. Soviet instructors conducted courses in contemporary idiomatic Russian language.

Bachelor of Arts, Tulane University, New Orleans, Louisiana, May 1974.
Major Fields: Russian and English.

SELECTED PUBLICATIONS AND PRESENTATIONS

- “Going the Distance—Planned Giving,” a three-hour workshop on starting a planned giving program, was given in Buffalo for the Northeast Boys and Girls Clubs of America, October 2000.
- “Earned vs. Contributed Support: A Changing Perspective” was presented at the American Association of Museums annual meeting in May 1996.
- “How to Get Ready for Fund Raising” introduces development concepts and practices. It was published by the Illinois Association of Museums and the Ohio Historical Association in 1996.
- “Financial Management and Budget Planning: Policies and Principles, Process in Practice” was presented at the Financial Management of Museums Seminar, Indianapolis, September 1995.
- “Managing the Challenge of Change” was presented for the American Association of Museums, Philadelphia and the Midwest Museums Conference, Cincinnati, in 1995.
- “Training Volunteers for Solicitations” was published in *ArtsReach* magazine in April 1995.
- “Solving Problems for Grant Makers” was presented at the AAM and MMC annual meetings, Philadelphia, in May 1995, and Chicago, November 1994, respectively.
- “Strategic Planning: When It Works” discusses the conditions necessary for success in strategic planning. It was presented at the AAM annual meeting, Seattle, April 1994.
- “How to Ask for Money,” a workshop in building fundraising solicitation skills, was presented at the annual meeting of the Midwest Museums Conference, St. Louis, October 1993.
- “Completing the Picture - The Business Plan” was published in *Fundraising Management* in November 1991.

REPRESENTATIVE AFFILIATIONS AND ACTIVITIES

American Association of Museums: (1991-present)

St. John's Episcopal Church: Vestry (1999 to 2000), Stewardship Chair (1999-2002)

United States Amateur Ballroom Dance Association: (1998- present)

Midwest Museums Conference: Board of Directors (1991-1996), Secretary and Executive Committee (1994 - 1996), Chairman, Resource Development Committee (1992-1995)

Illinois Arts Council: Arts Tour Advisory Panel (1994-1996), Presenters Advisory Panel (1993-1994)

Episcopal Diocese of Springfield: Facilitator, Strategic Planning Committee (1996)

Kansas Child Abuse Prevention Council: Board of Directors (1988-1991), Vice President - Resource Development (1990-1991), Personnel Chair (1988-1989)

Hutchinson Chamber of Commerce: Chairman-Member Research Committee (1988-1991), Board of Directors (1988-1989)

Grace Episcopal Church: Vestry (1987-1990), Treasurer (1987-1990), Chairman-Capital Gifts Campaign (1990), and Endowment Fund Trustee (1986-1987)