

MARYANN TOBOZ

SUMMARY OF QUALIFICATIONS:

A professional career spanning more than 30 years, with proven success in developing and implementing nonprofit management training programs, communications plans, public relations and development programs. Experienced in website design, grant writing, desktop publishing, fundraising and Accounting. A side career spanning more than 40 years as a singer, instrumentalist, music instructor and performer. Performing arts activities include dinner theater, lead singer and instrumentalist for semi-professional rock and acoustic music groups. She has presented hundreds of music programs, as a soloist, to all types of special needs groups since 1993.

EXPERIENCE:

TIDEWATER ARTS OUTREACH

Chesapeake, VA

07/07 to present

Executive Director

12/03 to 07/07

President and Founder

Achievements: Secured 501(c)(3) designation and other necessary business venture requirements; programming began in October 2004. Activities include grant-writing, special events, fundraising, strategic planning, board development, program and financial oversight, business development, artist recruitment and community/public relations.

7/04 to 6/11

NORFOLK COMMISSION ON THE ARTS AND HUMANITIES Norfolk, VA
Arts Within Reach Program Coordinator

Coordinate dozens of community performances annually for the general public in Norfolk venues, utilizing artists from Norfolk Arts Commission grantee organizations. Handle public relations, develop advertising and marketing pieces.

7/02 – 12/03

VOLUNTEER HAMPTON ROADS
Training Manager

Norfolk, VA

Achievements: Developed the Nonprofit Resource Training Series program from eight to more than two dozen topics on various aspects of nonprofit management. Recruit consultants and trainers to present nonprofit leadership and business management topics. Facilitated training of nonprofit boards in development, board governance and strategic planning. Coordinated three large conferences in partnership with local foundations and associations.

1/00 – 9/01

UNITED WAY OF THE GREAT SALT LAKE AREA
Leadership Giving Manager

Salt Lake City, UT

Achievements: Managed Leadership Giving programs, which contributed more than \$1 million to the annual campaign. Increased leadership annual meetings held by 30 percent. Initiated several cultivation events, including Holiday Shopping Event, Agency Tours, Women in Leadership luncheons and board member Thank-you Phone-a-thon for major gifts.

NOVEMBER 1993 TO JULY 1999 – ALLTEL COMMUNICATIONS, INC.

3/96 – 7/99

Communications Manager, ALLTEL

Virginia Beach, VA

Primary media contact for three states. Developed and implemented media plans; coordinated media interviews; planned news conferences, special events, community relations programs and external announcements.

EDUCATION AND TRAINING:

Beaufort County Community College and Averett University, 44 credits, 4.0 GPA

Media Skills workshops, ComCore Consulting

PRSA Nat'l. Conference and accreditation classes

2-day Advanced PR workshop, Chas. Graves Assoc.

Dale Carnegie Human Relations 6-week course

Seven Habits of Highly Effective People, Steven Covey

Novell Netware Systems Administration

American Management Association 3 and 4-day seminars in

Finance, Public Relations, Management, Administration and Marketing

COMMUNITY WORK:

- Music instruction and performances for special needs groups, 2000 – 2002, Heart & Soul, Salt Lake City, UT
- Public Relations Director, 2001 – 2002, Junior League of Salt Lake City, Inc.
- Board Member, The Haven Family Center/F.O.R.kids, inc., a 501(c)(3) organization in Norfolk, VA, 1996 – July 1999
Marketing committee chairperson.
- Loaned Executive, United Way of South Hampton Roads, August – November 1996