

PENELOPE MCGEE

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Growth-focused project manager, financial executive, and issues advocate with extensive experience in private, public, and non-profit sectors.

Instrumental in setting strategic roadmap for sustainable business growth through relationship building with senior leaders in business and government as well as outreach to prospects and development of fundraising campaigns. Demonstrated ability to recruit, develop, and lead diverse teams to streamline operational activities and achieve desired outcomes. Recognized as philanthropic leader with proven success networking and accomplishing set objectives on behalf of diverse clients. Well versed in devising robust philanthropic and fundraising strategies along with delivery of advice/consultancy to donors/clients.

CORE PROFICIENCIES

Strategic Planning & Execution | Fundraising & Campaign Development | Financial Management
Relationship Building | Client Outreach & Engagement | Business Development & Marketing
Market Monitoring & Penetration | Project Management | Leadership & Staff Development

CAREER ACCOMPLISHMENTS

- Planned, executed, and concluded several short/long-term projects domestically and internationally with a focus on business development, fundraising, and business relationship management.
- Identified and coordinated business opportunities acquisition by representing buyers/sellers in residential luxury market.
- Enabled JPMorgan in penetrating New England market through marketing, conferences/events, and networking.

PROFESSIONAL EXPERIENCE

*Performing as **COVID-19 Contact Tracer** with Partners in Health, Boston, since 2020, aiding Community Tracing Collaborative initiatives for optimized testing/communications while assisting efforts of MA to control the spread of pandemic. Completed over 2000 outreach calls to Covid-19 patients and contacts, counseled on isolation and quarantine protocols and referral to testing, serving as a source of emotional support by offering empathy and accompaniment.*

Vice President, Compass, Brookline, MA

2018 – Present

Contribute to grow luxury market division along with market share, while managing portfolio of buyers and sellers. Cultivated contacts into clients by engaging new buyers/sellers and managing clients through deal flow. ***Selected accomplishments include:***

- Promoted and attained agents to increase market share in the region and local market.
- Selected as Luxury Property Specialist from 2017 to 2018 at William Raveis Real Estate, completing transactions valued at over \$25M.

Director, Business Engagement, Combined Jewish Philanthropies of Greater Boston, Boston, MA

2015 – 2017

Steered CJP's strategy for robust engagement of Massachusetts business leaders with Israel to strengthen business and economic relationships. Headed planning and execution phase of vision and strategy development, while recruiting business leaders for economic/business missions to Israel with a focus on high tech, life sciences, energy and water, cybersecurity, and cross industries.

Selected accomplishment includes:

- Recruited and developed over 35 high-level business and government executives to partake in first-ever cybersecurity trade and business mission to Israel.

Mission Leader, New England-Israel Business Council, Boston, MA

2014 – 2015

Oversaw planning, execution, and management of five-day tour to Israel for a group of business executives as part of Governor Deval Patrick's Massachusetts Economic mission. Motivated and facilitated senior business leaders for the tour, which resulted in comprehending of cultural, religious, social, and political aspects of Israel. ***Selected accomplishment includes:***

- Recruited high-level business leaders for a five-day mission to Israel.

Campaign Finance Director, Steve Grossman for Governor, Boston, MA

2013 – 2014

Directed overall facets of fundraising for Treasurer Steve Grossman's gubernatorial campaign. Headed fundraising activities for campaign finance committee with 60 members, while liaising with campaign co-chairs to set goals and support solicitation efforts. Streamlined day-to-day activities by supervising staff of four deputy finance directors for overall fundraising events, including call time, donor database management and acknowledgements, direct mail, and contribution processing. ***Selected accomplishment includes:***

- Played a key role in raising over one million USD in eight months with \$500 individual contribution limit.

Director of Investor Relations, Singleterry Mansley Asset Management Company, LLC, Boston, MA

2012 – 2013

Delivered consultancy to raise investment capital from individuals, pension funds, family offices, and other entities for New Jersey firm's mortgage-backed securities hedge fund. ***Selected accomplishment includes:***

- Identified and attained high-net worth clients to fund managers, securing investment capital from investors.

Career Note:

- **Senior Associate | Isaacson Miller, Boston, MA, 2006 – 2008:** *Played a vital role as executive recruiter for retained search firm focusing on not-for-profit sector. Coordinated placement of director of development for NPR in Washington DC as well as board member at Pew Charitable Trust.*
- **Vice President (Private Bank) | JPMorgan Chase, 2003 – 2005:** *Administered and strengthened client relationships within high-net worth market, while enabling delivery of bank services to prospects via new business development initiatives. Devised philanthropic strategies for clients as per requirement. Launched 'Women and Philanthropy' program.*

Additional Experience:

- **Founding Executive Director**, Council of Women World Leaders, Harvard University, Cambridge, MA
- **Director of Finance and Administration**, Price Waterhouse, LLP, Kiev, Ukraine
- **Assistant Director of External Affairs**, Harvard's John F. Kennedy School of Government, Cambridge, MA
- **Executive Assistant**, Harvard's School of Public Health, Boston, MA

EDUCATION & CREDENTIALS

MBA in Finance, Simmons School of Management, Boston, MA

Bachelor of Arts in American Studies, Skidmore College, Saratoga Springs, NY

Certifications: FINRA Series 7 and 63 | MA Real Estate License | Certified Crisis Counselor and Contact Tracer

Technical Proficiencies: Microsoft Office 365 | CRM Platforms | Financial Software Programs

AFFILIATIONS

Board of Overseers, Boston Landmarks Orchestra, 2011 – 2018

Board of Directors, The Massachusetts Association for the Blind, 2006 – 2011

Board of Directors, The Boston Museum Project, 2003 – 2005

Board of Trustees, The Max Warburg Courage Curriculum, 2004 – 2012

Board of Overseers, The Boys & Girls Clubs of Boston, 2004 – 2012

Board of Overseers, Boston's Children's Museum, 2004 – 2007

Board Member, Women's Leadership Board, Harvard's John F. Kennedy School of Government, 2000 – 2005

COMMUNITY INVOLVEMENT

Volunteer Crisis Counselor (Crisis Text Line), 5/2020 – Present

Co-founder/Board Member, Massachusetts League of Environmental Voters (MLEV), 2005 – 2010

Provided support to non-partisan political action committee making environmental protection a top priority for Massachusetts elected officials, candidates, and voters.