

QUALIFICATIONS & CAPABILITIES

- Executive-level innovative strategist and outcomes-based leader for diverse faith-based institutions, developing and overseeing budgets up to \$200,000
- Comprehensive collaborative and team-based manager with direct supervisory experience
- Proactive development capabilities, with over \$35K raised for mission-focused nonprofits
- Expertise in processes, institutions, leader engagement and philanthropy in U.S. Catholic Church
- Sought-after speaker in Catholic ministry preparation and curriculum development for health care chaplaincy, prison ministries, campus ministries, mission leadership roles and more
- Extensive ministry experience, consultations and multi-stakeholder collaborations
- Highly-rated classroom professor with expertise in theology and religious studies, including impact of the pandemic on ministries, biblical theology, conflict in the church, liturgy, and Christian social teaching
- Multiple peer-reviewed and field publications with extensive multimedia / digital portfolio
- Demonstrated expertise and leader of multiple efforts related to diversity, equity and inclusion

PROFESSIONAL EXPERIENCE

Executive & Leadership Roles

United States Conference of Catholic Bishops

Assistant Director of Certification for Ecclesial Ministry and Service, Secretariat of Catholic Education (2018 - 2023)

- Professional lay ministry resource and strategy leadership, together with U.S. bishops' subcommittee
- Collaborating and resourcing the national body of the national body of bishops, dioceses, multiple national ministry organizations, and dozens of graduate ministry programs
- Developing and enhancing recruitment, formation, credentialing recognition and institutional support of lay ministry leaders at a national level during a heightened time of structural and institutional change
- Oversaw USCCB approval of national standards for parish lay ministry leadership roles, chaplaincy in health care and prison ministries, and campus ministries, among others
- Workshop presenter and lecturer on field developments at multiple national conferences
- Additional details and approved ministries competencies available at churchmd.com/layministry

Catholic Prison Ministries Coalition

Grants Manager (Contract, part-time) (Remote, 2023- Present)

- Strategizing, organizing, preparing, overseeing, implementing and reporting on grants, grant applications, letters of inquiry and proposals for funding in light of mission and activities
- Secured grants totaling over \$35,000 (July – December 2023)

Perisphere Media

Executive Producer (2011 - Present)

- Partnered with owner in initial start up and onboarding of existing and new clients

Additional details on work experiences, professional background, projects and more are available at churchmd.com

- Strategize and budget website design, development and digital communications for small businesses and nonprofit organizations
- Implement and manage projects and ongoing digital outreach work for clients
- Collaborate with team to ensure timely deliverables
- Perform technical consulting on a wide variety of third-party data platforms, CRMs, email, DNS and related online ecosystem solutions
- Strategize and implement on-ground and virtual national events and conferences, including seamless event app integration

Academic Roles

Loyola University Maryland, Baltimore, Md.

Affiliate Faculty, Dept. of Theology (part-time) (2023 – Present)

- Developed syllabus and taught undergraduate required course to provide students exposure to key aspects of the Catholic, Jesuit worldview and its moral and social implications

Marymount University, Arlington, Va. (2016-2019)

Adjunct Faculty, School of Arts & Sciences, Department of Theology & Religious Studies

- Developed syllabus and taught undergraduate required course to provide students exposure to key aspects of the Catholic worldview and its moral and social implications, together with engagement with the other Western monotheistic traditions

Washington Theological Union (WTU), Washington, D.C.

Liturgy Coordinator, Lay Formation for Ministry Program (2003-06, pro bono)

- Ideated and implemented liturgical prayer services (evening prayer, etc.) for lay student Formation for Ministry program with regular supervision of Director of Ministry Formation
- Directed volunteer choir, including all administrative activities, for the services

Guest Lecturer; Managing Librarian for Research, Serials & Technology (2010-2012; school closed in 2012)

- Lectured in courses for priesthood formation on the lay vocation and lay ministry and on topics in courses for Catholic social teaching
- Maintained database of serials collection and upkeep, ensuring efforts to track lost issues and replace them
- Researched new theology titles for inclusion in the collection
- Part of a two-person team tasked with overseeing efforts related to the movement of the entire collection of the school when it was announced the school would close in 2012

Communications Roles

Conference of Major Superiors of Men

Digital Media Coordinator (2016-2018)

- Strategized, produced, and implemented regular email communications with member institutions and individuals consisting of male Catholic religious communities in the U.S.
- Oversaw the transition of organizational website to new platform; maintained both old and new platforms and developed new capabilities within platform limitations
- Maintained database of member institutions and individuals; consulted on improvements to the CRM
- Technical support for staff and members

Theological research consultant (2016)

- Ideated, researched, composed and finalized a significant white paper based on a contemporary ecclesial issue

Franciscan Action Network (FAN), Washington, D.C.

Founding staff member, Digital Communications and Outreach Coordinator (2007-10)

- Ideated and implemented ground-up IT infrastructure for national office
- Articulated strategy and oversaw implementation of initial website and build out of members area
- Provided structure and consultation related to the social justice advocacy priorities of the organization and communication to individual and institutional members
- Implemented regular communications schedule, produced and assisted with the production and editing of content from staff and guests

Ministry Roles & Consultations

St. Mary of Mt Carmel – Blessed Sacrament Church, Utica, NY

Liturgical Planning Consultant (2005 – Present, pro-bono)

- Oversee key aspects of hospitality, ritual development and enactment, as well as theological considerations related to liturgical environment and music for major celebrations
- Serve as Master of Ceremonies for key celebrations and in other liturgical roles
- Liturgical consultant for environment and sanctuary updates
- Technical consultant for livestream of liturgies and sound system

St. Camillus Roman Catholic Church, Silver Spring, Md.

Liturgical Planning Consultant (2009-2010)

- Developed an adaptation of the Rite of Baptism for (a) child(ren) for incorporation into Sunday liturgy
- Presented an adaptation of the Rites of Scrutiny for the RCIA/OCIA for use in the Lenten season

Ecumenical Advocacy Days for Global Peace with Justice (EAD), Washington, D.C.

Consultant for Worship (2018-12, pro bono)

- Coordinated ecumenical representatives from denominations to ideate worship and prayer events for annual national social justice advocacy event
- Developed scripts and logistics for each prayer event

- Negotiated contracts with worship musicians and groups
- Served as Master of Ceremonies for worship and prayer events

Website Coordinator (2008-12)

- Implemented content updates on HTML generation 1 website overseen by Executive Director
- Organized content based on communication needs
- Facilitated content migration to new platform run by Perisphere Media in 2012

The Faith & Politics Institute, Washington, D.C.

Ministry Intern for Faith-Based Programming and Congressional Civil Rights Pilgrimage (2004-05)

- Supervised ministry for M.Div. degree at Washington Theological Union
- Oversaw surveys and processed results to implement improvements of efforts for this Capitol Hill-based interfaith organization
- Supported and help lead weekly reflection groups for Members of Congress and their staffs promoting spiritual practices, civil dialogue, and humanitarian service
- Served as part of advance and logistics team for the spring 2005 Congressional Civil Rights Pilgrimage to Alabama led by Congressman John Lewis

Historic Old St. John's Parish – St. Francis de Sales Parish – Saint Mary's Parish, Utica, NY

Theological Consultant and Pastoral Plan Editor (Contract, 2003)

- Processed minutes from series of meetings involving merger plan for three historic urban parishes due to changing demographics in the community
- Developed pastoral plan under the guidance provided by the determinations of the community and pastors of the parishes
- Edited and finalized the final draft of the plan which was used for implementation

LutheranCare Adult Living Facility, Clinton, NY

Clinical Pastoral Education (CPE) Experience (2003)

- Served the personal and communal spiritual needs of this assisted living facility; visiting residents, providing pastoral care and access to sacraments and other rites of the various Christian Churches, in coordination with facility's head chaplain
- Met weekly with ecumenical chaplains groups for reflection and engagement on pastoral encounters
- Met bi-weekly with chaplain supervisor for feedback
- Supervised ministry for M.Div. program at Washington Theological Union

St. Francis de Sales Roman Catholic Parish, Utica, NY

Lay Minister for Liturgy, Outreach, and Pastoral Care (1997-2000)

- Pastoral team member providing visitation to local hospitals and contracted visits and pastoral / sacramental services to local psychiatric center
- Oversaw liturgy committee development and innovative efforts to build on intercultural liturgical celebrations in English and Vietnamese and ASL, including coordination of English and Vietnamese choirs
- Recorded and edited Sunday liturgy celebrations for video distribution on public access channel and related media efforts
- Provided coverage for weekday parish-based food pantry and clothing store services
- Coordinated urban ministry immersion retreats for high school and college students together with pastoral team
- Coordinated adult RCIA/OCIA parish processes and led adult education events
- Provided additional support for large-scale parish events

EDUCATION

Ph.D. (Historic & Systematic Theology). The Catholic University of America.

- Terminal degree in the history and development of doctrine in Catholic theology. Major focus on theology of church and ministry, with minors in ecumenism and liturgical theology
- Doctoral Dissertation addressed theological significance of community and conflict in the Church as presented by two significant North American 20th century theologians
- GPA: 3.96

M. Phil. (Systematic Theology). The Catholic University of America.

- Interim degree awarded in advance of completion of doctoral dissertation.

M.Div. Washington Theological Union.

- Terminal degree with a focus on theology as informed by church ministry work for clergy seeking ordination or lay people seeking leadership roles. Awarded simultaneously with M.A. in Systematic Theology.

M.A. (Systematic Theology), with distinction. Washington Theological Union.

- Terminal academic degree in the development of doctrine and teaching in the Catholic Church with a focus on theology of church and liturgy. Awarded simultaneously with M.Div.
- GPA: 3.98

B.A., (Theology, Philosophy) summa cum laude, honors. St. Bonaventure University.

- Dual degree totaling 30 credits in each major area
- Included minor in Justice, Peace and Conflict Studies and Honors Paper on the impact of small Christian communities in the revitalization of the Catholic Church in Latin America
- GPA: 4.0. Class Rank: 1 of 373.

New York State Regents Diploma with Honors. Notre Dame High School, Utica, NY.

- Awards for excellence in Religion and Social Studies
- Class Valedictorian.

PEER REVIEWED AND SCHOLARLY PUBLICATIONS (SELECTED)

- *Pending*: "Exilic Space: National Lay Ministry Efforts in the Wake of Pandemic Impacts." In forthcoming volume of the Association of Graduate Programs in Ministry (est. 2024).
- "Theological Inquiry and Leadership in a 'Post-Truth' Era: Insights from Blessed Oscar Romero." In Sabrina D., Misirhiralall, Christopher L. Fici, Gerald S. Vigna (eds.). *Religious Studies Scholars as Public Intellectuals*. Routledge Studies in Religion Series. New York, 2018.
- "Communication, Communion and Conflict in the Theologies of Gregory Baum and Patrick Granfield." Doctoral Dissertation. 2015.
- "'There is Something in the Breathing Together of the Pastors and the Faithful Which is Not in the Pastors Alone': The Normative Significance of the *Sensus Fidei*." *Chicago Studies* 48, no. 1 (Spring 2009): 85-109.
- "'Their Message Goes Forth to All the Earth': Towards a Franciscan-Ecumenical Approach to the Ecological Crisis." *Ecumenical Trends* 37, no. 2 (Nov. 2008): 3-9,15.
- "Assembly Required!: Enhancing the Ministry of the Liturgical Assembly." *Ministry & Liturgy* 33, no. 9 (Nov 2006): 12-14.
- "Before God and the Church: Parish Based Preparation of the Wedding Liturgy." *Chicago Studies* 45, no. 3 (Fall/Winter 2006): 310-26.
- "Sunday Worship in the Absence of Discernment: The Challenge of Non-Eucharistic Sunday Services." *New Theology Review* 18, no. 1 (Feb 2005): 46-59.

PRESENTATIONS (SELECTED)

- "Advancing Outreach to African Catholics in the U.S. on Leadership Recruitment and Development at the Parish/Diocesan Level," African National Eucharistic Congress, 2023.
- "An Introduction to Professional Lay Ministry Standards for Hiring Agents," National Association of Church Personnel Administrators Conference, 2023
- "Mixed Biblical Metaphors and Mediation of Meaning in the 2005 USCCB Statement *Co-Workers in the Vineyard of the Lord*: Some Implications for the Theology and Practice of Lay Ministry," College Theology Society, 2023.
- "Enlarging the Tent: Developments in Pastoral Care Ministries Formation & Certification," National Association of Catholic Chaplains, Conference Workshop, 2022.
- "The USCCB Subcommittee on Certification for Ecclesial Ministry and Service: A Resource for Ministry Formation Best Practices & Certification," National Association of Pastoral Musicians 43rd Annual Convention (Virtual), July 2021.
- "Co-Responsibility & Conflict Management: Some Resources for Ministers, Building upon National Formation / Certification Standards," Catholic Apostolate Center Virtual Workshop, March 2021.

- “God’s Own Vintage: Lay Ecclesial Ministry After 15 Years of *Co-Workers in the Vineyard of the Lord*.” National Association for Lay Ministry Virtual Conference, June 2020, with Harry J Dudley, D.Min.
- “The Promotion of the Vocation and Mission of the Lay Faithful in the Church of the United States: A Report to the Dicastery for Laity, Family and Life by the United States Conference of Catholic Bishops,” Formation and Promotion of the Laity: Best Practices Conference, Rome, Italy, September 2018
- “‘Not Emptied of Its Power’: Catholic Liturgical Theology and the Salience of ‘Spectacle’ – A Pauline-Inspired Consideration,” College Theology Society 2016 Convention, Kansas City, Mo. June 4, 2016.
- “Why Are We Here? ‘To Unite What Has Fallen Apart’: Contemporary Peacemaking in the Tradition of St. Francis and St. Clare of Assisi,” Mid-Atlantic Region American Academy of Religion / Society of Biblical Literature Annual Conference, New Brunswick, NJ, March 2016.
- “The Seven Pillars of Catholic Social Teaching,” Saint John’s Episcopal Church, Washington, D.C. as part of their lecture series for ecumenical awareness on issue of justice in various Christian traditions. May 2013.
- “Fifty Years of Being the Church of *Lumen Gentium*: Themes and Applications.” Cathedral of Saint Matthew the Apostle, Washington, D.C. as part of their lecture series on the fiftieth anniversary of Vatican II. October 2012
- “Liturgy and Media Culture” National Association for Lay Ministry Annual Conference, Pittsburgh, Pa. June 2010.

PROFESSIONAL VOLUNTEER BOARD & COMMITTEE SERVICE (SELECTED)

U.S. Conference of Catholic Bishops

- Committee on Catholic Education (*consultant, ex officio*) (2018-2023)
- Subcommittee on Certification for Ecclesial Ministry and Service (*consultant, ex officio*) (2018-2023)

Catholic Prison Ministries Coalition

- Executive Committee (2019-2023)
- Formation Committee (2018-2022)

National Association for Lay Ministry

- Standards & Formation Committee (2023 – present)
- 2012 Conference Committee (2011-2012)
- Web Committee Chair (2009-Present)
- Advocacy Committee (2007-2008)
- Membership Committee (2006-2010)

National Association of Catholic Chaplains

- Certified Associate Chaplain Ad-hoc Revision Committee (*consultant*) 2022

AWARDS & RECOGNITIONS (SELECTED)

Washington Theological Consortium, Washington, DC

- Certificate in Ecumenism (2010)
- Winner, 2008 Ecumenism Essay Award: "Apostolicity and Episkope in U.S. Ecumenical Dialogue"

New Theology Review, Washington, DC

- Winner, 2005 Award for Theological Reflection: "Sunday Worship in the Absence of Discernment: The Challenge of Non-Eucharistic Sunday Services"

St. Bonaventure University, Allegany, NY

- General Excellence in the Arts Curriculum: Highest GPA Award
- Senior Theology Award
- Sister Mary Anthony Brown Philosophy Award
- Fr. Joe Doino, OFM University Ministries Volunteer of the Year

LANGUAGE SKILLS

- English – primary language | Spanish – basic reading / speaking | French – intermediate reading / speaking

CERTIFICATES

- Certificate in Ecumenical Studies, Washington Theological Consortium, Washington, D.C.
- VIRTUS Child Protection Training