

## Bethany R. Lang

3465 YORK STREET  
MUNHALL, PA 15120  
(773) 387-0155  
BETHANYLANG@GMAIL.COM

## Experience

MAY 2018 - PRESENT

**1oup, Remote** - *Project Manager*

NOVEMBER 2015 - MAY 2018

**Cornershop Creative, Remote** - *Project Manager & Web Developer*

- Served as project manager for multiple simultaneous WordPress web design and development projects from discovery through design, development, testing/QA, and launch
- Managed incoming maintenance tasks and additional projects for most ongoing support clients, including clients on monthly retainer
- Worked as the sole developer on small website builds using pre-built themes including Jupiter and Fudge
- Assisted with styling and front-end display for larger WordPress builds
- Worked as company's main developer for CRM-related projects, including donation form, event form, survey, and CRM template builds

APRIL 2013 - NOVEMBER 2015

**Zz Systems, Inc., Chicago, IL** - *Director of Training & Implementation*

- Managed a team of three Training & Implementation Consultants
- Served as client's project manager for implementation of NeonCRM, including management of timeline and communication with developers and other departments
- Reviewed new client data from previous systems, defined import rules, and communicated rules and changes to development team
- Conducted consults to help new clients configure their NeonCRM system to specifications
- Implemented JIRA for department, including creation of issue types, workflows, and Kanban boards
- Successfully implemented clients including the Barack Obama Foundation, James Beard Foundation, UnitedHealthcare Children's Foundation, and Staples Share Fund

JUNE 2010 - NOVEMBER 2012

**Christopher House, Chicago, IL** - *Manager, Foundation & Government Grants*

- Increased the agency's corporate/foundation support by 25% in a single fiscal year through identification and cultivation of new, lapsed, and current donors

- Served as project manager and grant writer for responses to federal, state, and city government RFPs, including Illinois Early Childhood Construction Grants, which resulted in a \$5 million grant for the agency's new Belmont Cragin Family Resource Center
- Served as database administrator for The Raiser's Edge and manager of the agency's website using NetCommunity
- Managed development interns and supervised Executive Assistant and Development Associate's work on Raiser's Edge and gift processing tasks

JULY 2008 - JUNE 2010

**Chicago Children's Museum, Chicago, IL - *Grants Coordinator***

- Managed and stewarded a portfolio of over 50 private and corporate foundations and government agencies, securing over \$150,000 in funding
- Maintained hard, electronic, and Raiser's Edge files for portfolio donors, inputting research and action steps
- Expanded and managed in-kind donation program to include strategic partnerships with local and national businesses
- Assisted with strategic planning and implementation of department-wide stewardship plan, including creating updated annual fund and acknowledgment letters and revamping donor benefits and recognition levels

## **Education**

2014

**University of Illinois at Chicago, Chicago, IL - *Master's of Public Administration***

2008

**The Theatre School at DePaul University, Chicago, IL - *BFA in Theatre Management***

2004

**Thomas Jefferson High School, Jefferson Hills, PA - *Diploma***