

# KATE HARTNEY

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## Profile

Dedicated nonprofit and community service professional with a strong commitment to civic engagement and public stewardship. Experienced in economic development and workforce development, with skills in facilitating collaborative problem-solving and ensuring diverse voices are heard in organizational decision-making. Brings a community-centered perspective and a genuine interest in thoughtful growth, quality-of-life improvements, and transparent local governance. Passionate about contributing to the City Planning Commission as an informed resident.

## Personal Attributes and Skills

- Accountable and self-motivated
- Donor stewardship
- Strategic fundraising
- Cross-department collaboration
- Relationship building
- Verbal and written communication
- CRM and database management
- Goal-oriented organization

## Work Experience

### DaVinci Science Center | Allentown, Pennsylvania

10/2025 - Current

#### Development Manager

Responsible for advancing the organization's fundraising and donor engagement strategies. Oversees donor cultivation, solicitation, and stewardship efforts in collaboration with senior leadership, and manages sponsorship and annual giving programs to support the Center's mission and strategic initiatives. Coordinates development communications, donor recognition, and special events, while maintaining accurate CRM records and analyzing data to inform outreach and revenue goals. Works closely with marketing, education, and community engagement teams to align development activities with organizational objectives and enhance relationships with members, sponsors, and philanthropic partners.

### DaVinci Science Center | Allentown, Pennsylvania

02/2024 - 10/2025

#### Membership Manager

Develop strategies to attract and retain members, tracks and reports on membership metrics, executes marketing campaigns and outreach efforts to grow membership, collaborates across departments to support the success of the organization through membership growth and revenue generation.

**Lehigh Valley Chamber of Commerce | Nazareth, Pennsylvania**

11/2021 - 10/2023

*Coordinator, Affiliated Chambers*

Supporting Main Street Chambers in communities across the Lehigh Valley by building and maintaining community relationships, planning, promoting and executing major community events, organizing and facilitating committee and board meetings, and soliciting event funding and sponsorships.

**Workforce Board Lehigh Valley | Allentown, Pennsylvania**

01/2022 - 10/2023

*One-Stop Operator - Shared position with Chamber*

Facilitating connections between employers and prospective candidates; Oversee and ensure compliance with government contracts, monitoring reporting requirements, preparing reports.

**Imperial Dynasty Arts | Wilmington, Delaware**

09/2019 - 07/2022

*Assistant Director*

Program budgeting and logistics, community outreach and partnership development, fundraiser event planning, grant writing.

**Iron Lakes Country Club | Allentown, Pennsylvania**

04/2018 - 05/2019

*Event Coordinator*

Planning and executing major events, managing event budgets and inventories, delivering on customer needs.

**Zenescope Entertainment, Inc. | Horsham, Pennsylvania**

11/2016 - 07/2017

*Customer Service and VIP Sales Coordinator*

Cultivate relationships with retailers and VIP customers, represent the company at events across the United States and Canada.

**Education****Certificate in Grant Writing | Temple University**

2023

Completion of a program covering essential skills in developing successful proposals to obtain external funding.

**Indiana University of Pennsylvania | Indiana, PA**

2012-2016

Completed over 90 credits in B.S. Hospitality Management

**Garnet Valley High School | Glen Mills, PA**

2012