

# Roxana Shirkhoda

San Francisco, CA / 248-891-7432 / rshirkhoda@gmail.com

## **EXPERIENCE:**

### **Director Advisory Services, NPX:** San Francisco, CA (Oct 16 - July 2017)

- Provided technical assistance on deal diligence and financial modeling of 3 deals \$1-40m in size.
- Managed relationships between grantees and donors while conducting impact investor research.
- Hired as employee #1 to join 2 co-founders and build advisory capabilities of the fintech firm.

### **Philanthropic Advisor, Private Consulting:** San Francisco, CA (Sep 15 - Nov 16)

- Consulted high net worth individuals on giving portfolio strategy; included vetting and presenting organizations in the Bay Area and building library of philanthropy best practices.

### **Researcher, Stanford Center for Philanthropy & Civil Society:** Palo Alto, CA (Dec 15 - May 16)

- Led research and prototyping to build 3 tools that improve giving experience for high net worth donors; utilized design-thinking approach to user-centered philanthropy.

### **Interim CEO, Full Circle Fund:** San Francisco, CA (Jul 15- Sep 15)

- Oversaw staff of 5 during leadership transition; managed \$1m of financials, liaised with stakeholders, led board meetings and engaged with community of 200 active members.

### **Portfolio Manager, Google:** Mountain View, CA (Jun 12- Jul 15)

- Grew and managed \$2m annual diversity grant program, Google RISE Awards.
- Provided resources, networks, and human capital to 37 organizations in 19 countries, reached 150,000 girls and underrepresented minorities through computer science.
- Organized and hosted annual 3 day global conference convening 125+ nonprofit leaders to share resources and create a community rooted in outreach, research and evaluation.
- Oversaw \$3.5m team operating budget; liaised with Finance to forecast & reconcile spend.
- Developed partnership fund enabling organizations to seek funding for collaboration on joint initiatives, removing barriers to financial resources & promoting positive sum output.
- Led consulting project with internal Corporate Social Responsibility team; partnered with Grameen Foundation in Accra, Ghana for 4 week evaluation of maternal health care program.
- Managed and mentored 2 interns through summer project.

### **Education Coordinator, Google:** Mountain View, CA (Apr 11- May 12)

- Led \$350k grant-making program; awarded funding to 26 organizations in 13 countries.
- Developed and piloted University Ambassador program; elevated students as community leaders through grassroots computer science outreach, impacted 6,000 African youth.
- Built database to compile company charitable giving; worked with 8 cross functional teams.
- Created outreach program to engage 175 U.S students with computer science through online learning; developed MOOC, organized newsletter, annual dinner, & YouTube brand channel.

### **Online Advertising Associate, Google:** Mountain View, CA (Jan 10- Mar 11)

- Provided proactive consultative and optimization services to 150+ high value advertising agencies across the country driving over \$1m annual incremental sales, received gold recognition award.

### **Business Analyst, Target Corporation:** Minneapolis, MN (Oct 08- Jan 10)

- Delivered \$98m dollars of annual sales across 4 brand categories and 15 vendor negotiations.
- Planned and forecasted sales for 300+ individual items across 2 store floor pads.
- Managed shipment of inventory from overseas to 26 domestic warehouses & 1700 US stores.

## **EDUCATION:**

**Stanford University:** Palo Alto, CA (June 2016)

- MA - Policy and Organizational Leadership
  - Thesis: A Study of Policy & Black Male Achievement, Oakland Unified School District
- MBA - Courses Completed:
  - Starting & Growing Social Ventures, Strategic Management of Nonprofits, Improving & Measuring Social Impact, Entrepreneurial Approaches to Education Reform

**University of Michigan:** Ann Arbor, MI (April 2008)

- BA - Communication Studies
  - University Honors & James B. Angell Scholar Award: 4.0 GPA 4 consecutive terms
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## **LEADERSHIP & SERVICE:**

**Board Member, Ever Forward Club:** Oakland, CA (Oct 15 - Present)

- Consult on board growth, program scale, fundraising and partnership development/management.

**Board Member & Lead Consultant, Full Circle Fund:** San Francisco, CA (Dec 12 - Present)

- Board Oversight Committee, advise on hiring, organization strategy and member recruitment.
- 2014: led team of 10 pro bono consultants in 9 month consulting project with Oakland nonprofit, The Ever Forward Club; launched crowd-funding campaign raising \$30,000 in 30 days, delivered strategic plan, organized and executed three 'boot camp' sessions.
- 2013: managed 8 consultants in 10 month project with San Francisco nonprofit, MOUSE Squad of California; completed SWAT analysis, delivered financial model and growth plan.

**Volunteer, Amani Ya Juu:** Nairobi, Kenya (May12- Jun 12)

- Supported fair trade sewing and economic development for marginalized refugee women by working at Amani store and kitchen for 4 weeks. Advised on marketing and financial plans.

**Mentor, The SMART Program:** San Francisco, CA (Oct 10- Apr 11)

- Worked 1:1 with low income Hispanic youth to close the achievement gap through academic tutoring, as well as social and emotional learning training.

**Crime Victim Mentor, Minnesota Council on Crime & Justice:** Minneapolis, MN (Nov 08- Jul 09)

- Helped combat criminal injustice by mentoring 15 children with incarcerated fathers and single working mothers. Also assisted in skills-based training workshops for mothers.

**Coordinator, The United Way:** Minneapolis, MN (Oct 08- Jan 09)

- Led 8 departments in United Way rally, collected over \$10k in donations, and partnered with 3 non-profit organizations to schedule volunteer events for 85 Target employees.

**Community Volunteer, University of Dreams Foundation:** Antigua, Guatemala (Nov- Dec 07)

- Rebuilt elementary school in Guatemala with group of 20 volunteers, collected over 100 pounds of clothing/books/toys, and raised \$2k for families in the village of Vuelta Grande.
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## **PERSONAL:**

- Languages: Farsi (Fluent) & Spanish (Advanced)
- Avid sports-player, kayaker, hiker, life-ponderer, and traveler.