



Anne M. Maxfield, LLC  
Philanthropy | Fundraising | Operations

## Company Overview

Anne M. Maxfield, LLC, established in 2013, assists the nonprofit sector to grow revenue through effective strategies and proper implementation. Nonprofits engage Ms. Maxfield on a project or “Leader-on-Call” (transition services) basis.

Ms. Maxfield combines 17 years of progressive experience producing multi-million dollar results in the 501[c][3] sector (social services, national health and education) with expertise in operations, fundraising, strategic planning, and tactical implementation.

## Core Competencies & Leadership Strength

**Operations:** leadership transition • budget and audit preparation • staff restructuring for operational efficiencies • optimization of staff resources • oversight • fiscal management • risk management • board development

**Philanthropy:** connecting donors to mission • major gift strategies and solicitation • fund development strategic plans and related tactics • grant writing • planned giving • administration/operations • staff coaching • fiscal management • annual appeals • naming rights • revenue stream generation • funding campaigns.

**Board/Staff Development & Strategic Planning:** strategic planning • staff retreats • board retreats • document development for nascent nonprofits • coaching

## Services

**Leader-on-Call:** Provide interim leadership and operational management for nonprofits during a transition period. Ms. Maxfield is a transition specialist and will work on-site for overall organizational or departmental stabilization until a permanent senior official or development staff is hired.

**Fundraising:** Provide consultation, project management and serve as an implementer to boards and senior staff (executive director/president/CEOs and development officers) for innovative and results-oriented strategies to improve development operations and generate revenue.

**Executive Recruitment:** Collaborate with search committees for position descriptions, timelines, processes, interview questions, reference checking and on-boarding.

**Board & Staff Development/Planning:** Work with executive staff for board/staff development, strategic planning, board governance document development, and workshops.

### Contact Information

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