

# CHRISTOPHER J. MILLER

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## SUMMARY OF QUALIFICATIONS

A highly motivated, multifaceted nonprofit professional with strong strategic, analytical, and creative abilities. Both an effective team leader and a high-impact individual contributor, with results-driven experience in project management, financial development, public relations and more, complemented by a longstanding engagement with community affairs and social justice.

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## EMPLOYMENT HISTORY

**Equality Illinois**, Chicago, Illinois  
*Executive Director, 2006-2007*

Served as chief operating officer, with overall responsibility for fiscal management and administration, fundraising, and public relations. • Worked in concert with Director of Public Policy to facilitate advocacy initiatives and education programs, and publicize and leverage the results. • Engaged major donors, the business community, and diverse public constituencies to secure financial and volunteer support.

*Major accomplishments include:*

- ◆ Oversaw all planning and execution of major annual benefit banquet drawing hundreds of business and political leaders, coordinating an event-planning team of Board members and volunteers while orchestrating outside speakers, designers, and printers, cutting costs and boosting net revenue 20% over the preceding year.
- ◆ Met personally with key respondents to EQIL's annual Law Firm survey, building relationships with the local legal community that both served the organization's substantive mission and facilitated later event sponsorship.
- ◆ Drafted revised Bylaws and new Conflict of Interest Policy, Fiscal Policy, and Personnel Policy to establish internal standards and procedures consistent with nonprofit best practices, shepherding all changes through Board approval and subsequent implementation.
- ◆ Devised new standards for functional cost allocation and shifted the majority of organizational operations from 501(c)(4) to (c)(3) status (with a 501(h) lobbying declaration), creating new potential for tax-deductible donations and contributing to significant growth in individual giving.

**League of Women Voters of Chicago**, Chicago, Illinois  
*Associate Director, 2003-2005*

Promoted and strengthened League mission, programs, and policies via a wide range of strategic communications to local media, the public, and League allies—including print and online materials, press releases and events, e-newsletters, and more. • Balanced financial books, tracked cash flow, and prepared budgets and reports for Board and auditors. • Represented the League to student, professional, and community groups through public forums and speaking appearances.

*Major accomplishments include:*

- ◆ Researched, wrote and implemented new Technology Plan that saved LWV Chicago over \$10,000 in annual costs and personnel hours. Plan included new accounting software, new hardware, revamped web site, new member/donor database and more.
- ◆ Instrumental participant in crafting improved development plan, more than doubling year-to-year individual contributions through increased outreach and emphasis on new initiatives.
- ◆ Oversaw recruitment and training of nearly 400 nonpartisan volunteer pollwatchers who monitored nearly 1,000 Chicago precincts—so successfully that the state Attorney General's office asked the League to train its own attorneys on election oversight.

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**Chris Miller & Associates, Chicago, Illinois**

*Communications/Technology Consultant (Independent Practice), 1993-2003, 2007-present*

Provided full range of creative services, including writing, editing, and/or design of a wide range of projects and publications. • Also provided technical services, including software training, computer systems configuration and networking, and Web solutions. • Clientele large and small included the Center for Conflict Resolution, Chicago Youth Programs, Citicorp, Doran Specialty Markets, the Erikson Institute, Foote Cone & Belding, Houghton Mifflin, Lipson Alport Glass, McKinsey & Co., and many others.

*Major accomplishments include:*

- ◆ Increased intake efficiency nearly threefold at local mediation-services nonprofit, by first planning, installing and configuring comprehensive new office computer network, then providing training workshops to orient all users on new procedures.
- ◆ Organized, edited, and produced comprehensive proposals responding to state government RFPs to automate public benefits programs, working side-by-side with in-house counsel at major financial services client—ultimately securing several multi-million-dollar contracts.
- ◆ Originated and wrote monthly column for online publisher examining legal and social issues facing families in the 21st century, presenting complex concepts to a broad audience in an accessible style and garnering strong positive feedback.
- ◆ Created interactive CD-ROM marketing tools for sales teams at prominent textbook publisher.
- ◆ Wrote successful dot-com startup business plan that included a top-to-bottom overhaul of my client's financial projections.

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## **E** D U C A T I O N

**Case Western Reserve University School of Law, Cleveland, Ohio — JD, 1992**

- ◆ Dunmore Moot Court competition finalist and advisor.
- ◆ CWRU Academic Scholarship recipient.
- ◆ Active with Student Public Interest Law Foundation.
- ◆ Summer 1991: *Staff Writer/Editorial Assistant*, National Clearinghouse for Legal Services.
- ◆ Summer 1990: *Faculty Research Assistant*, CWRU Law Faculty.

**The University of Chicago, Chicago, Illinois — BA, Political Science, 1989**

- ◆ National Merit Scholarship recipient.
- ◆ Summer 1987: *Legislative Intern*, U.S. Senator John Glenn, Washington, DC.

**Oxford University (New College), Oxford, England — Liberal Arts Program, Summer 1988**

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## **C** O M M U N I T Y I N V O L V E M E N T

- ◆ Volunteered with Chicago Youth Programs, a tutoring and mentoring organization based in local underprivileged communities.
- ◆ Facilitated weekly public affairs discussions for Café Society (a project of The Public Square/Illinois Humanities Council).
- ◆ Trained and served as a nonpartisan voter registrar and volunteer pollwatcher in multiple local elections.
- ◆ Served as a volunteer on multiple political campaigns, working alongside campaign staff on media response efforts, fundraising projects, voter ID and canvassing, and more.
- ◆ Attended Democracy For America Campaign Training Academy.
- ◆ Trained in community organizing techniques at the Community Renewal Society.
- ◆ Member of Young Nonprofit Professionals Network.
- ◆ Member of Chicago Area Public Affairs Group.