

Katie Kish, Ph.D

(519) 588 5474 | katiekish@gmail.com | katiekish.com

RECENT EXPERIENCE

Community Manager

PIVOT, Montreal, QC | Apr 2022 – current

- Represent the PIVOT team at conferences, tradeshows, meetings, and works with the University team to support leads and onboarding.
- Ensures the delivery of services by the community and research team.
- Manage a team of community researchers to test the PIVOT platform, onboard new clients, and enhance engagement among users.
- Maintain and manage a database of clients including behaviours and needs.

Senior Development Officer

Ecological Footprint Initiative, Toronto, ON | Jan 2021– current

- Develop and lead strategies for growth of the initiative, NGO, and charity branch.
- Build partnerships with research institutes, donors, national and international government bodies, corporations, and start-up companies.
- Discuss priorities for development with practitioners, key stakeholders, and international research institutions.

Research and Administrative Assistant

University of Waterloo and McGill University | April 2018 – Dec 2020

- Ran workshops and focus groups for strategic planning, research, and yearly goal setting for students, faculty, and administrators.
- Planned events, conferences, and stakeholder meetings for partners and researchers.

Community Manager and Publishing Associate

Alternatives Media | May 2016 – Apr 2018

- Oversaw the publication of the magazine by overseeing research, development, writing, editing, proof-reading, compiling, binding, production, and finances.
- Managed relationships with donors, advertisers, and community members.

Principle Investigator: Community Ecological Economic Development

University of Waterloo | Sept 2013 – May 2016

- Conducted research relating to local economic development, particularly relating to strong local resilience through local production.
- Worked with Makers, artists, and innovators to understand their needs and help implement ideas from local strategies (i.e. Make it Kitchener).
- Example projects:
 - (Re)Maker Project: Used mixed methods to collect and analyse data with 50 participants aged 8 - 80.
 - Chatham-Kent Public Consultation: Designed and facilitated workshops on community planning with 50+ community members.

Financial and Administrative Assistant

York University Research Office, Toronto, ON | Sept 2012 – Apr 2013

- Processed and prepared financial statements through employee account systems.
- Compiled reports for review by office manager.
- Inputted hours and payment details for employees.

Executive Director

Centre for Inquiry, Waterloo, ON | Apr 2009 – Aug 2012

- Managed and made decisions on the day-to-day operation of the charity.
- Recruited, hired, supervised, and created workplans for employees and volunteers.

EDUCATION

Uni. of Waterloo, 2018

*Doctor of Philosophy
Ecological Economics*

York University, 2013

*Masters Env. Studies,
Systems Innovation*

York University, 2011

Bachelor of Env. Politics

Certificates

*Project Management Cert.
Google, in progress*

*Emerging Leader Certification
McGill University 2021*

CURRENT

VOLUNTEERING

*Program Lead
Board of Directors, Stanley Park
Community Centre*

*Co-Chair and
Past Secretary-Treasurer
Canadian Society for Ecological
Economics*

*Unit Leader
Girl Guides*

RELEVANT SKILLS

Mixed Methods Research
Project planning
Strategic programming
Community engagement
Content analysis
Program management
Social innovation
Financial Administration
Microsoft Suite
Problem solving
Highly organized
Strong communicator
Independently motivated