



Siddharth Lachance

Executive Director

CONTACT INFORMATION



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Fairhope, AL 12345

EDUCATION

MBA in Business Administration I
University of South Alabama,
Mobile, AL | 2011 - 2013

KEY SKILLS

- Strategic Planning
- Board Governance
- 501(c)(3) Compliance
- FLSA Regulations
- Salesforce
- Microsoft Excel
- Microsoft PowerPoint
- Adobe Acrobat
- Staff Development
- Program Evaluation
- Stakeholder Relations
- Policy Development

ABOUT ME

Certified Association Executive with 12 years of experience directing nonprofit operations, board governance, and staff development. Raised employee engagement from 57.4% to 74.2% by introducing quarterly listening sessions and a peer-recognition program across 6 departments while expanding annual service recipients from 3,180 to 4,370 through coordinated intake functions among department heads.

PROFESSIONAL EXPERIENCE

EXECUTIVE DIRECTOR | PERDIDO BAY COMMUNITY SERVICES, FAIRHOPE, AL 2020 - PRESENT

- Raised employee engagement from 57.4% to 74.2% on the annual staff climate survey by introducing quarterly listening sessions and a peer-recognition program across 6 departments.
- Prepared and led 8 board meetings per year, delivering financial dashboards and program performance briefings that shortened average meeting duration from 3.1 hours to 2.2 hours.
- Directed policies and program objectives that expanded annual service recipients from 3,180 to 4,370, coordinating intake functions among 4 department heads.
- Planned and implemented a revised service scheduling model across 3 sites, increasing the number of clients seen per week from 146 to 197 within 6 months.

ASSOCIATE DIRECTOR | FISH RIVER FAMILY ALLIANCE, FOLEY, AL 2016 - 2020

- Increased employee engagement survey scores by 13.6% over 2 years by implementing monthly one-on-one check-ins and revising the performance review cycle from annual to semiannual.
- Coordinated service delivery across 3 program sites, maintaining caseloads for 2,840 service recipients annually while meeting 501(c)(3) reporting requirements.
- Prepared agendas and supporting materials for 6 board meetings per year, compiling departmental updates from 5 directors into a single briefing packet using Microsoft PowerPoint.
- Approved human resource plans covering 28 positions, including selection of 3 department directors and establishment of a new outreach unit.

PROGRAM MANAGER | MAGNOLIA BEND OUTREACH NETWORK, DAPHNE, AL 2014 - 2016

- Managed service delivery to 1,460 recipients annually across 2 program areas, tracking donor and stakeholder contacts in Salesforce and producing monthly outcome reports.
- Planned and implemented program policies that lifted employee engagement scores from 51.8% to 62.3% within the department over 14 months.
- Compiled board meeting materials for 4 quarterly sessions, reducing document preparation time from 18 hours to 11 hours per cycle using Microsoft Excel and Adobe Acrobat.

CERTIFICATIONS

- CERTIFIED ASSOCIATION EXECUTIVE | AMERICAN SOCIETY OF ASSOCIATION EXECUTIVES | 2019