Suzanne C. Dubus

11 Parker Street, Exeter, NH 03833
978.873.1362 mobile
SCDubus@jeannegeiger.org

Leadership | Communication | Management | Strategic Directions and Change Management

Professional Profile

- 30 year career advocating for survivors of domestic violence and abuse through programming, innovative approaches, collaboration, working on policy issues, and systems change.
- Increased annual revenue by $3,075,000, a 1,366% increase.
- Increased the number of people reached through program and geographic expansion.
- Strong management skills that encourage transparency, collaboration, and professional development, resulting in increased engagement, innovation, and productivity.
- Strong communicator who interacts effectively with individuals across the spectrum of social and economic backgrounds and cultures.
- Developed budgets and operated successfully within budget parameters; skilled in fiscal management; familiar with general accounting practices and demands facing nonprofits.
- Strong written and oral communicator who has produced and disseminated reports to stakeholders, funders, and the community at large.
- Organized, creative leader and multitasker with proven track record of overseeing day-to-day operations, planning and organizing team efforts, as well as effectively managing staff, contractors, and volunteers.
- Effective grant writer who has written and received over $5,000,000 in grants for local nonprofit.
- Created social enterprise initiatives to create financial sustainability.
- Lifelong learner who instills desire for learning in others.

Areas of Expertise

Communication • Public Speaking • Writing • Interpersonal Relations • Conducting Oral/Written Presentations to Diverse Groups in Various Media Formats – Print, TV, Radio • Needs Analysis • Proposal Writing• Report Writing • Donor Relations • Board Development • Leading Staff/Board Retreats • Strategic Planning and Implementation

Professional Experience

Chief Executive Officer, Jeanne Geiger Crisis Center, Newburyport, MA 1997 - Present

The mission of the Jeanne Geiger Crisis Center is to empower individuals and engage communities to end domestic violence. The agency is recognized for its effective programs and services that focus on ending family violence.

- Oversee the development, implementation, and evaluation of programs and services that support the mission.
- Lead the staff and board in developing a realistic annual budget and making financial decisions consistent with the budget as approved by the board.
- Develop a staffing structure that supports the efficient delivery of programs and services, accomplishment of major goals identified in the strategic plan, and effective overall management.

- Hire and manage staff; oversee human resources policy development and implementation and manage the staff performance review process.
- Lead fundraising efforts, including supporting the board's involvement in fundraising, personally cultivating and soliciting donors and supervising implementation of fundraising plans and policies approved by the board.
- Provide regular, timely internal financial statements to the board of directors that compare performance to budget and to the previous year or other benchmark.
- Plan for adequate cash flow to cover operational needs.
- Create earned income strategies to improve financial stability.
- Conduct multiyear financial analysis, review trends and engage the board in discussions about financial stability and sustainability, including the development of adequate operating reserves.
- Comply with all local, state, and federal legal requirements.
- Build positive relationships with partner organizations, policymakers, media, and others.
- Represent the organization by participating in key associations and organizations, serve on committees and advisory groups and speak in public settings.

Outreach Team Leader, Jeanne Geiger Crisis Center, Newburyport, MA 1995 - 1997

Civil Litigation Paralegal 1993 - 1995
Deutsch, Williams, Brooks, DeRensis, et al, Boston, MA

Education and Training

University of Massachusetts, Boston **Bachelor of Arts, Cum Laude**
Philosophy and Ethics

Florida International University, Miami, Florida **Graduate**
Certified Paralegal Studies Program

New Ventures West **Graduate**
Personal Coaching and Mentoring Program

Agency Awards/Recognition

Above and Beyond Award, Women's Fund of Essex County
Celebrating Solutions Award, Mary Byron Foundation
Spirit of Advocacy Award, National Network to End Domestic Violence
Champions in Action Award from New England Cable News and Citizen's Bank
Governor Deval Patrick and the Department of Justice highlighted High Risk Team model as a promising practice
Appeared in numerous national and international publications including *CNN, The New Yorker, NBC Boston, U.S. News & World Report, The Harvard Gazette, Cosmopolitan Magazine, National Public Radio, The Boston Globe.*
Featured in Rachel Louise Snyder's book, *No Visible Bruises: What We Don't Know About Domestic Violence Can Kill Us,* as well as *Upstream: The Quest to Solve Problems Before They Happen* by Dan Heath, and *A Call to Action* by Jimmy Carter

Personal Awards/Recognition

Edward G. Molin Community Service Award 2024

Champion of Change, White House	2011
Community Hero Award Nominee	2007
Pearls of Wisdom Award	2006
Sunshine Peace Awards	2004
Athena Award Nominee	2003
Paul Harris Fellow	2001

Has appeared in numerous press conferences, delivered keynote speeches, and appeared on national radio broadcasts such as *Fresh Air with Terry Gross*, WBUR, and several podcasts.

Affiliations/Memberships

Governor's Council on Sexual and Domestic Violence	2008 - 2025
Greater Newburyport Chamber of Commerce Board of Directors, Executive Committee	2018 - 2023
Theatre in the Open Board of Directors	2018 - 2023
Massachusetts Council on Family Serving Agencies Leadership Group	2007 - 2023
Jane Doe, Inc. Board of Directors	2009 - 2020
Newburyport Leadership Institute	2007 - 2008
United Way of Merrimack Valley Allocations Committee	2008
Vice President, United Way Women's Leadership Events	2007 - 2009
River Valley Charter School Foundation Board, President of the Board	2007 - 2008
River Valley Charter School, Board of Directors	2005 - 2007
Partnership for Peace, Board of Directors	1995 - 2000