

# Christopher Woo

Portland, Oregon 97201

Website: <http://www.christopherwoo.com>

## Summary

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Areas of expertise include the management of project-based events and activities, direction of promotional and community relations campaigns, mediation of personal and organizational conflicts and the targeted delivery of persuasive, complex and controversial information to diverse audiences. Strengths include creative problem solving, bringing together diffuse resources, individuals and groups; goal-oriented strategic planning and the development of stakeholder relations. Participant in over 300 hours of professional leadership, intercultural and dispute resolution training. Versatile and result-driven; enjoy creating new opportunities for growth and learning.

## Skills & Abilities

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- Promotion & presentation
- Stakeholder relations
- Event coordination
- Group facilitation
- Conflict mediation
- Systems development
- Operational planning
- Media relations
- Project & production management

### Software:

*Access, Excel, Groupwise, Illustrator, Oracle, Outlook, Photoshop, PowerPoint, Project, Publisher, Word*

## Selected Accomplishments

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- Created awareness and managed crises for massive, highly disruptive construction activities through city core by engaging 20,000 residents through high-profile informational events and vigorous direct contact. Results: successful alteration of west Portland traffic flows; preservation of scores of local businesses; construction effects contained to 20-block area.
- Developed contact and informational databases for 10,000 direct and indirect project stakeholders. Databases provided project staff with previously unattainable detail regarding constituent exposure to activities and facilitated a 500% increase in stakeholder contact.
- Successfully courted large corporate benefactor in the donation of critical living supplies valued in excess of \$100,000 for use by agency programs and its diverse array of clientele. Directed operations for the procurement of the donation; minimized project costs by securing additional donations of freight transportation, land, storage facilities and labor for additional savings of approximately \$10,000.
- Crafted and implemented a highly successful grassroots community outreach strategy reaching more than 70,000 Portlanders without the use of broadcast advertising. Strategy and subsequent activities were specifically tailored to meet the needs of a resource-poor campaign operating in a field of 23 candidates. After being outspent nearly 15-to-1 by the nearest opponent and in spite of media predictions for a distant second-place finish, said strategy resulted in a significant election victory for campaign.

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## Selected Experience - Staff & Freelance

### **OHSU Tobacco-Free Initiative** Portland, Oregon 2007 – Present

Coordinate planning and implementation activities for an institution-wide effort to improve the work, learning and care environment of an influential academic health center. Elicit support for initiative by promoting a progressive set of healthcare benefits, educational resources and developing positive relationships with project stakeholders. Craft print and electronic publications and training programs for specialized audiences. Organize internal and external communications, project financials and events.

### **Model International Cities Report** Portland, Oregon 2004 – 2005

Researched, analyzed, evaluated and presented information on the academic, policy and planning initiatives of model international cities as part of a report commissioned by the Portland Development Commission. Coordinated with consulting team to provide insight and direction for the development of a polished, policy-oriented report for use in local development initiatives.

### **Tom Potter for Mayor Campaign** Portland, Oregon 2003 – 2004

Directed all aspects of organizing and promotion for Portland mayoral campaign. Developed and maintained relations with diverse supporter base. Provided staff support for candidate at public and private functions. Managed and mentored staff of student interns; oversaw and coordinated activities of more than 200 volunteers. Analyzed public policy and participated in the formation of a campaign platform. Crafted print and electronic communications; cultivated a strong public image for candidate and campaign. Later served on campaign Executive and Transition committees.

### **Resolutions Northwest Neighborhood Mediation Program** Portland, Oregon 2003

Aided in the resolution of neighbor to neighbor, landlord/tenant, intercultural and small-claims community-based conflicts through case development and face-to-face joint mediation sessions. Facilitated community forums. Managed, trained and mentored 12 mediator trainees during their year-long practicum. Continuing affiliation as a volunteer mediator and trainer.

### **Neighbors West-Northwest Neighborhood Coalition** Portland, Oregon 2000 – 2001

Community affairs consultant to the City of Portland on behalf of the 12,000-member NW Portland coalition of neighborhoods. Coordinated grassroots community affairs and constituent relation efforts pertaining to a 12-year, \$1 billion series of environmental improvement projects. Worked closely with coalition and neighborhood boards to provide outstanding professional assistance.

## Education & Affiliations

- Bachelor of Arts degree, *University of Portland*, Portland, Oregon 1999
- Professional training, *City of Portland Mediation Center*, Portland, Oregon 2001
- Member, *Oregon Mediation Association*, 2003 – Present
- Member, *City Club of Portland FPD&R Fund review committee*, Portland, OR 2005 - 2006
- Member, *City Club of Portland*, 2004 – Present
- Eagle Scout, *Boy Scouts of America*