CHRISTOPHER HINES
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EDUCATION

YALE SCHOOL OF MANAGEMENT and YALE LAW SCHOOL — **New Haven, CT**
Master of Business Administration (MBA) and Juris Doctor (JD) — **2012**

- *Activities:* Education Club, LGBT Rights Litigation Project, Nonprofit Organizations Clinic, OutLaws
- *Employment:* Teaching Assistant in Economics Department

VANDERBILT UNIVERSITY — **Nashville, TN**
Bachelor of Arts (BA), Communication and Psychology, *summa cum laude* — **2002**

PROFESSIONAL EXPERIENCE

CRESCENT CITY SCHOOLS — **New Orleans, LA**
Chief Operating Officer — **2012-Present**

- Manage all finances, human resources, technology, legal affairs, and non-instructional operations for a network of charter schools
- Develop and manage financial models, technology plans, hiring processes, benefits programs, and facilities plans
- Produce financial reports including profit/loss statements, balance sheets, cash flow reports and projections, and budget variance reports for senior leadership, Board members, and outside funders

NEW LEADERS FOR NEW SCHOOLS — **New York, NY**
Legal Intern — **Summer 2011**

- Researched and wrote organization-wide policies to ensure compliance with child abuse reporting, lobbying, and employment laws across multiple states and municipalities
- Created federal grants management guide for organization that laid out all application and compliance requirements
- Drafted program agreements, contracts, and Board committee charters

"I HAVE A DREAM" FOUNDATION — **New York, NY**
Summer Fellow — **Summer 2010**

- Led 5 person team in designing afterschool program for disadvantaged students that incorporated college-readiness programming, social support structures, and college tuition assistance
- Created implementation plan and financial model for piloting the new afterschool program in two states
- Worked with CEO to create business plans for Board, potential funders, and school partners

SUCCESS CHARTER NETWORK — **New York, NY**
Director of Finance & Operations — **2007-2009**

- Managed three departments and grew them from 3 to 16 staff members
- Oversaw all finances, family affairs, and non-instructional operations at 4 elementary schools
- Developed 8-year business plan and financial model that demonstrated how the organization could become self-sustaining and created multiple contingency plans for different funding, enrollment, and outside economic scenarios
- Developed and implemented financial policies and controls across 150-employee organization
- Wrote grant applications that were awarded over $4 million and ensured compliance once awarded
- Negotiated for facilities space with Department of Education and oversaw renovation and supply procurement successfully opening 3 new schools in 6 weeks
- Designed and ran a summer enrollment process that brought 1,000 families through a 3-month orientation process

MACY'S EAST — **New York, NY**
Assistant to Executive Vice President for Creative Direction — **2006-2007**

- Designed and updated layout presentations and store plans to facilitate the merger of 170 stores
- Created 200-page manual of visual merchandising best practices that improved standardization of store displays

TEACH FOR AMERICA CORPS MEMBER — **Atlanta, GA**
WATERS ELEMENTARY SCHOOL — **2002-2006**
Teacher, Grade Level Chairperson

- Instructed a class propelling student standardized test scores from below grade level to 1 year above grade level
- Led best practices professional development workshops for colleagues

ADDITIONAL INFORMATION

- Worked with professional theaters as a performer and a stage manager
- Served as a piano accompanist for solo vocalists, instrumentalists, and choirs