

Edward J. Democracy

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Summary

- Leadership & supervisory experience from military, professional, & community positions
- 10 years of experience in professional customer service in hotels & hospitality
- 30 years of experience working with diverse groups of people in community organizations
- 6 years of experience in cooperative business development
- Skills: research & analysis, problem-solving, verbal & written communication, teamwork
- Technical skills in communications & information processing include: MS Word | MS Excel | MS Publisher | InDesign | OpenOffice | FileMaker PRO | WordPress | Blogger | basic website design & publishing | basic video production | social networking

Experience

- Labor Ready** Temporary Laborer 2012 – present Portland, ME
- Duties vary with assignment: moving furniture, warehouse work, general labor, etc.
- CooperativeMaine.org** Co-Founder & General Coordinator 2007 – present Maine
- Organize events, organize & facilitate meetings & agendas, gather resources, recruit members, design & maintain website, maintain social networking presence & activity, coordinate communications & promotions, cultivate organizational relationships & partnerships, and build a network for a democratic economy rooted in community serving as a resource for start-up & existing cooperatives seeking technical assistance.
- Maine Beacon Communications** Owner 1998 – present Portland, ME
- Grassroots communications jack-of-all-trades performing a wide variety of tasks including audio/visual technical assistance, newsletter production & distribution, bulk mailings, video production, websites, blogs, social networking, email campaigns, press releases, media relations, public relations, referendum campaign management, etc..
- Works for ME** Co-Founder & Co-operative Owner 2008 – present Portland, ME
- Works for ME is a new workers cooperative currently being formed to provide cooperative human resources for Maine's future. Serving as a microenterprise development & resource center supporting the enterprises of cooperative, creative & technical entrepreneurs. Building a temporary labor force for Maine's economy of the future, including these critical sectors: agriculture, weatherization & energy, technology, microenterprise & cooperative business development & support.
- Portland Food Cooperative** Co-Founder & Vice-President 2006 – 2009 Portland, ME
- Organized meeting locations & agendas; gathered resources; recruited members; helped to develop articles of incorporation, bylaws, business plan, & buying clubs; developed business systems, cash-flow & financial spreadsheets; scouted appropriate business locations.

Munjoy Hill Observer Marketing Director 2007 – 2008 Portland, ME
▪ advertising sales | customer service | copy editing | graphic design | newspaper distribution | advertiser relations

Americorps VISTA Volunteer 2006 - 2007 Augusta, ME
▪ Mentor Program Coordinator, Mission Possible Teen Center, Westbrook, ME
▪ Network Coordinator, Friends of Youth Network, Institute for Public Sector Innovation, Muskie School of Public Service, USM

Americorps VISTA Volunteer 2004 - 2005 Augusta, ME
▪ Coordinator, Bridging the Gap w/ Youth & Computers at Portland Hour Exchange

TownePlace Suites by Marriott Night Auditor 2002 - 2002 Scarborough, ME
▪ 3rd shift front desk clerk | guest services | security | nightly audit of daily records | closing of systems for business day | starting systems for the next day

Marriott Sable Oaks Night Auditor 2001 - 2001 South Portland, ME
▪ 3rd shift front desk clerk | guest services | security | nightly audit of daily records | closing of systems for business day | starting systems for the next day

Employment Times Del. Driver (Ind. Contractor) 1998 - 2001 Gray, ME
▪ Weekly deliveries of Employment Times (& occasional additional publications) along established routes in Southern/Central Maine
▪ Build routes & maintain good relations with proprietors of distribution points

Fairfield Inn by Marriott Night Auditor 1997 - 1998 Scarborough, ME
▪ 3rd shift front desk clerk | guest services | security | nightly audit of daily records | closing of systems for business day | starting systems for the next day

US Navy Supervisor 1993 - 1996 USS California CGN-36, Bremerton, WA
▪ Supervised personnel while performing: ship's control & navigation | handling mooring lines | launching, recovering, & operating small boats
▪ Served as chief assistant to the Officer of the Deck (Operations Manager) who is responsible for security & operation of ship & crew
▪ Served during 2 Western Pacific Deployments with extensive travel throughout Asia

Hampton Inn Night Auditor 1990 - 1993 South Portland, ME
▪ 3rd shift front desk clerk | guest services | security | nightly audit of daily records | closing of systems for business day | starting systems for the next day

Education

BA degree in Philosophy University of Southern Maine 1999 Portland, ME
▪ Additional coursework: Computer Science (6 courses) | Mathematics (6 courses) | Macroeconomics | Accounting | Public Speaking | Communication | Peer Leadership
▪ Activities: Student Senate | Board of Student Organizations | Philosophy Symposium

Excellent references provided upon request.