**CHERYL SLAVIN**

W: 212-824-2225

M: (917) 952-3169

cslavin@huc.edu

[www.linkedin.com/in/CherylSlavin](http://www.linkedin.com/in/CherylSlavin)

**PROFESSIONAL EXPERIENCE**

**Director of Institutional Giving and Grants Management,** Hebrew Union College-Jewish Institute of Religion **2017—Present**

* Research, cultivate, and steward new and existing partnerships with institutional foundations, government agencies, Jewish Federations, corporations
* Write, submit, and steward grant proposals, grant reports, and general correspondence; prepare grant budgets
* Coordinate national institutional giving strategies and support faculty and staff grant proposal and outreach efforts

**Manager, Corporate and Foundation Relations,** Mercy Center, Bronx NY **2015—2017**

* Maintained and grew corporate and foundation relations through cultivation, stewardship, grant proposal writing, and timely reporting to support annual organization budget of $2.5 million
* Prepared grant proposal budgets and delivered financial reports to funders
* Researched, wrote and submitted competitive RFPs, including government contracts

**Development Consultant 2013—2015**

* Researched, wrote and edited grant proposals and donor reports
* Compiled donor cultivation materials
* Developed webinar and website content
* Composed stewardship correspondence, produced PowerPoint presentations

**Journalist/Reporter 2013—2015**

* Researched, wrote and photographed breaking news stories
* Interviewed leaders in politics, business and the arts for human interest profiles
* Hosted radio news show

Client List: The Rockland County Times; WRCR AM 1300 Radio Rockland; Hook Magazine

**LEGAL EXPERIENCE 1985—2013**

* **Contract Author,** LexisNexis MatthewBender
* **Director of Advocacy/Housing and Community Services,** Asian Americans for Equality
* **Law Secretary to Hon. Gustin L. Reichbach,** Kings County Civil Court
* **Trial and Appellate Attorney,** The Legal Aid Society of New York City

**ASSOCIATIONS**

* Women in Development NY
* Rockland Development Council
* Grant Writers of the Lower Hudson
* Association of Development Officers

**EDUCATION**

* **Benjamin Cardozo School of Law, Yeshiva University**, JD
* **State University of New York, College at Purchase**, BA, History