Professional Summary

Certified Professional Organizer[®] with nonjudgmental and confidential work ethic. Brings proven easy to implement 5 Steps to Organizing[®] solutions and productivity strategies to leaders, professionals, individuals, and families.

Expe	rtise	
Downsizing / Move Management	Closet Designing / Orga	nizing
Clearing Clutter	Chronic Disorganization	-
Paper/Time Management	Student Organizing	
ADHD Organizing Coaching	Productivity	
Summary of Acc	complishments	
Founder SolutionsForYou, Inc.		2003-Present
Founder Institute for Professional Organizers [™]		2004-Present
Author Mastering the Business of Organizing		2018
Co-Author Get Organized Today!		2010
Public Organizing Speaking Events		
 Keynote Speaker – <u>APDO-UK Conference</u> 	<u>.</u>	2015
 Keynote Speaker – <u>JALO Conference</u> 		2017
• Speaker – <u>POC Conference</u>		2018
Independent Representative The Container Store	e, Contained Home Services	2015-2020
Membe	erships	
National Association of Productivity and Organizing	g Professionals (NAPO)	2003-Present
NAPO Oregon Chapter		2003-Present
Institute for Challenging Disorganization (ICD)		2004-Present
National Association of Senior Move Managers (N/	ASMM)	2017-2021
Industry Volu	nteer Service	
ICD Board of Directors, Treasurer		2014-2017
NAPO Education Quality Assurance Director		2009
NAPO Technology Committee		2007
NAPO Oregon Board of Directors, Immediate Pa	ast President	2007-2009
NAPO Oregon Board of Directors, President		2006-2007
NAPO Oregon Board of Directors, Vice Presiden	nt/Director of Membership	2005-2006
NAPO Oregon Board of Directors, Secretary		2003-2005
Awa	irds	
NAPO Oregon President's Award Crede	ntials	2009
Certified Professional Organizer CPO© BCPO		2007-Present
NAPO Residential Specialist		2007-Present 2017
GO System Trainer and Consultant		2009
Certified Freedom Filer Consultant		2005
<u>Coach Approach for Organizers</u> [™] Training Prog	ram	
Virtual Organizing Training Program	Idili	2007 2014
ICD Level II ADD Specialist Certificate		2007
-	Sout:ficate	
ICD Level II Chronic Disorganization Specialist C		2006
ICD Certificate of Study in Basic Hoarding Issues		2014
ICD Certificate of Study in Learning Styles and N		2006
ICD Certificate of Study in CD Client Administra		2005
Technica	al Skills	
QuickBooks, Quicken, Microsoft Office	tion	
Educa		2001
B.A. Organizational Communication, Marylhurs Prior Exp	-	2001
Mentor Graphics Corporation, Human Resource	-	1988-2001
 Project Team Member Child Develop 		
Business Systems Analyst SAP HRIS in	-	
 Corporate Team Leader Mergers and 	I Acquisitions	

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Professional Development

ICD	Annual Conference – Virtual Summit	2020
POC	Annual Conference – Kelowna, B.C., Canada	2018
ICD	Annual Conference – Portland, Oregon	2016
JALO	Annual Conference – Sendai, Japan	2017
NAPO	Annual Conference – Pittsburgh, Pennsylvania	2017
ICD	Annual Conference – St. Louis, Missouri	2017
NAPO	Annual Conference – Los Angeles, California	2015
APDO	Annual Conference – London, U.K.	2015
NAPO	Annual Conference – Phoenix, Arizona	2014
ICD	Annual Conference – Nashville, Tennessee	2014
NAPO	Annual Conference – New Orleans, Louisiana	2013
NAPO	Annual Conference – Baltimore, Maryland	2012
NAPO	Annual Conference – San Diego, California	2011
NAPO	Annual Conference – Columbus, Ohio	2010
NAPO	Annual Conference – Orlando, Florida	2009
NAPO	Annual Conference – Reno, Nevada	2008
NAPO	Annual Conference – Minneapolis, Minnesota	2007
NAPO	Leadership Forum - Boston, Massachusetts	2006
NAPO	Annual Conference – Boston, Massachusetts	2006
NAPO	Leadership Forum – San Diego, California	2005
NAPO	Annual Conference – San Diego, California	2005
NAPO	Annual Conference – Denver, Colorado	2003

Continuing Education

ICD	TMP-350 Managing Productivity During the Pandemic, Cindy Sullivan	2022
ICD	INT-145 Better Done than Perfect: Managing Perfectionism, Juliet Landau-Pope	2022
ICD	TMP-245 The Six Pillars of Time Management, Cindy Sullivan	2022
ICD	TMP-360 Helping Clients Adapt to Work-from-Home, Mindy Godding	2022
ICD	TMP-300 Why don't we just do it? Research that solves the procrastination puzzle, Dr. Pychyl	2022
ICD	TMP-310 Chronic Disorganization and the Management of Time: New Challenges, Kohlberg and West	2022
ICD	TMP-330 The Little Lies Our Clients Tell Themselves About Time Management, Cris Sgrott	2022
ICD	TMP-370 Perspectives on Productivity and the Client Affected by CD, Carolyn Caldwell	2022
ICD	TMP-375 Time Management and Productivity - Case Studies of Working with Clients with CD Juliet Landau Pope and Cindy Sullivan	2022
ICD	TMP-380 Frameworks Not Formulas: Time Management On Your Terms, Rob Hatch	2022
ICD	ADHD-675 Spectacularly Irresistible Strategies for the ADHD Brain, Abby Nardo, Ph.D.	2022
ICD	CD-440: I'm Right Here - 10 Ways to Get Help for Hoarding and Chronic Disorganization, Jill B. Yesko	2022
ICD	MGMT-710: Virtual Organizing Stories from the Pandemic, Alison Lush	2022
NAPO	Using Motivational Interviewing to Improve the Working Alliance	2021
NAPO	Let me Organize It - Managing Difficult Clients,	2021
NAPO	Business Productivity Apps - Asana, Slack, and Acuity 1.5 Scheduling	2021
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NAPO	This is Scary: Embracing Discomfort to Help You and Your Clients Succeed	2021
CVPO	Certified Virtual Professional Organizer Certification Program	2021
ICD	Functional Performance in Aging Clients: Using Therapy Insights to Maximize Organizing Results	2021
ICD	Behind the Closed Door - The Mental Stress of Physical Stuff	2021
ICD	How Chronic Stress Affects Cognitive Abilities Related to Executive Function and Disorganization, Dr. Sheryl Ziegler	2020
ICD	Brain Injuries: Impacts, Recovery Patterns and Strategies, Denslow Brown	2020
ICD	Neurobiological and Neurochemical Processes of Hoarding Disorder, Dr. Fugen Neziroglu	2020
ICD	Serving Clients in Non-Traditional Ways	2020
NAPO	Grow Your Organizing Business with the Team Approach	2019
NAPO	Behind the Scenes of the Successful Organized Family	2019
NAPO	Closets, Pantries, Cabinets, Offices - Beyond the Basics	2019
ICD	Essential Skills for Habit Change	2019
ICD	Helping Chronically Disorganized Seniors Downsize	2019
NAPO	How to Extend Your Clients' Expectations	2019
РОС	Renew and Recharge Your Office – The Active Office Design	2018
РОС	The Freedom of Living with Less - A Professional Organizers Story of Transformation	2018
POC	A Tale of Two Systems: The Limbic System and Executive Function	2018
ICD	The 1 Degree Difference Between Chaos & Success	2017
ICD	Reimagining Time & Energy,	2017
ICD	Articulating ADHD: Bridge the ADHD Awareness Gap to Meaningful Reinvention	2017
ICD	Understanding Dementia	2017
ICD	ELD-100 Understanding the Physical and Mental Challenges of the Elderly CD Client	2017
ICD	ADM-575 How to Use Virtual Organizing to Help Your ADD & CD Clients	2017
ICD	Clients at Retirement Age and Beyond	2017
NAPO	The Chronic-ness of Chronic Disorganization	2017
NAPO	Managing Client Expectations	2017
NAPO	Becoming your Baby Boomer Business	2017
NAPO	ADHD in the Family: How to Really Help	2017
NAPO	Mental Floss for Eliminating Brain Clutter	2017
NAPO	Bridging the GAP Through Virtual Organizing	2017
NAPO	Busily Unproductive	2017
NAPO	What Your Clients Wish You Knew	2017
NAPO	Bridging the ADHD Spousal Communication Gap Through Organization	2017
NAPO	Organizing Digital Information	2017
NAPO	How to Use Virtual Organizing to Help Your ADHD and CD Clients	2017
NAPO	Transference of Skills	2017
NAPO	Project Management for Professional Organizers	2017
ICD	Secrets to Making ADHD Quirks Work	2016
ICD	What Else Could It Be? The Role of Mental Illness in Clients with Disorganized Lives	2016
ICD	The Science of Being Happy & Productive at Work	2016
ICD	Reclaiming Space & Life - Engaging & Working Collaboratively with Individuals with Hoarding Issues	2016
ICD	Holistic Time Management: Using the Body, Mind & Spirit to Manage Your Time, Energy &	2016

	Overwhelm	
ICD	TMP-265 Mindfulness: The Productivity Magic Bullet	2015
ICD	SLS-330 ADHD & Young Adults: Isn't Every Dorm Room This Messy?	2015
ICD	SLS-320 Communication Techniques to Ease Organizational Discord Between Partners	2015
ICD	ADM-520 Organizing CD Clients w/Diabetes to Improve Their Daily Diabetes Management	2014
ICD	HRD-450 Harm Reduction	2014
ICD	STU-195 Organizing Children (Aged 5-12) in a CD Household	2014
ICD	ADM-500 The Hoarding Handbook: An Interview with the Author	2014
ICD	ADM-330 Beyond Safe	2014
ICD	ADM-480 Getting Visible Results in a Virtual World	2014
ICD	ADM-475 CD & Teams: Making It Work at Work	2014
ICD	HRD-440 Digital Organizing & the CD Client	2014
ICD	ICD-215 Understanding the Clutter-Hoarding Scale	2014
ICD	Advanced Hoarding	2014
ICD	Understanding the Clutter Hoarding Scale	2014
ICD	What Organizers Need to Know About Executive Function	2014
ICD	The Assumptions Time Management Advisors Make	2013
ICD	Sustaining Client Success	2013
ICD	Mental Illness: Organizing Space to Create Balance	2013
ICD	Working with Emotional Processors	2013
ICD	Basic Understanding of the Legal Aspects of Hoarding	2012
ICD	Executive Function: Visually Mapped	2012
ICD	Introduction to Compulsive Hoarding	2012
ICD	Introduction to Life Transitions	2012
ICD	Is Your Client a Compulsive Buyer?	2012
ICD	Oddities, Dramas & Fears: Understanding Personality Disorders	2012
ICD	Scrapbook Horrors Turned into Reminiscence Value	2012
ICD	Strategies for Overcoming ADHD Organizational Challenges	2012
ICD	The Assumption of Order	2012
ICD	Using the Small Steps of Kaizen to Challenge Disorganization	2012
ICD	Organizing Your Communication	2012
ICD	Hoarding Research Update	2011
ICD	Tales from the Trenches: Looks Like Hoarding, Is it really Hoarding	2011
ICD	The Possession Cycle	2011
ICD	At Your Wit's End	2008
ICD	Basic Personal Safety with CD Clients	2008
ICD	Conscious Consuming: Empowering Ourselves & Modeling for Others	2008
ICD	ADM-110 Establishing Successful Client Relationships	2008
ICD	Storage Units Pros and Cons for CD Clients	2008
ICD	Strategies for Working with Adult Clients with Asperger's Syndrome	2008
ICD	Understanding the Mind Styles Model of Learning/Processing	2008
ICD	Boundaries and Ethics	2008

ICD	8 Processing Modalities for ADD and CD Clients	2007
ICD	ADD-260 ADD and ADDiction	2007
ICD	ADD/CD and the Organizing Process	2007
ICD	Assisting Clients with LD in Adulthood	2007
ICD	HRD-100 Introduction to Compulsive Hoarding	2007
ICD	Letting Go: The Process & Meaning of Dispossession in the lives of Consumers	2007
ICD	Normalizing ADD	2007
ICD	Storage Units: Pros and Cons for CD Clients	2007
ICD	Trends in ADD and LD in the Educational Setting	2007
ICD	Working with Visual Learners	2007
ICD	Working with Your ADD Client to Reduce Distractibility	2006
CD	Workplace Desk Strategies for ADD and CD Clients	2006
ICD	Assisting the CD Client with Diabetes	2006
ICD	Creating Successful Study Environments for Students	2006
ICD	Heirs of the Chronically Disorganized	2006
ICD	Strategies and Resources to Assist Clients with Recycling	2006
ICD	Support for the Clutters: Understanding 12 Step/Help Groups	2006
ICD	OCD vs OCPD	2006
ICD	Tools for Working with CD/ADD Clients	2005
ICD	Basic ADD	2005
ICD	Children and Adolescents and ADD	2005
ICD	Identifying & Locating Additional Client Services to Assist your Elderly & Physically Challenged Client	2005
ICD	Overview of OCD Hoarding	2005
ICD	Resources for Investigating Physical and Mental Health Conditions Affecting CD Clients	2005
ICD	Running a Clutter Support Group	2005
ICD	Strategies for working with the CD client with depression	2005
ICD	Structure and Time Management Skills for the Adult and Teen ADD/CD Client	2005
ICD	Basic Chronic Disorganization (CD)	2004
ICD	Boundaries and Ethics	2004
ICD	Developing Time Management Skills for CD/ADD Client	2004
ICD	Introduction to Learning Styles and Differences	2004
ICD	Organizing for Personality Types	2004
ICD	Understanding Memory, Processing and Sequencing	2004
ICD	Safety for the Professional Organizer	2004
ICD	Strategies and Solutions for the CD	2004
ICD	The Mindset of the Messie	2004
ICD	Trends in ADD/CD Client Work	2004
ICD	Working with Auditory Learners	2004
ICD	Working with CD Adults with ADD	2004
ICD	Working with Kinesthetic Learners	2004