



Caitlin Pontrella, CNAP, SHRM-CP

Qualifications Summary

Caitlin Pontrella is a seasoned Interim CEO and nonprofit executive with deep expertise in guiding organizations through periods of complex change, including executive transitions, financial and operational turnarounds, merger strategy, and culture transformation. Known for her ability to quickly assess organizational dynamics and lead under pressure, she brings both strategic foresight and hands-on leadership to stabilize operations, support staff, strengthen governance, and drive mission-critical initiatives forward. Caitlin has served as an executive or board leader for 12 organizations across diverse sectors, including parks and recreation, arts and culture, education, technology, conservation, agriculture, human services, and political advocacy.

Professional History

Valtas Group	Consultant	2021 – Present
Oxbow Farm & Conservation Center	Interim Executive Director	2024 – Present
Techbridge Girls	Interim CEO	2023 – 2024
On the Boards	Interim Executive Director	2022 – 2023
Pottery Northwest	Interim Executive Director	2021 – 2022
Eastside Human Services Forum	Executive Director	2021 – 2023
Kirkland Arts Center	Interim Development Director	2021
Shorelake Arts Council	Interim Executive Director	2020 – 2021
Parkour Visions	Executive Director	2017 – 2020
The Movement Creative	Co-Executive Director, Founder	2012 – 2017

Accomplishments

- Built and successfully led organizations up to \$6M, 50 employees, driving critical scale strategic projects, including executive transition, financial and operational turnaround, crisis response, culture redesign, and governance challenges.
- Served as board president in multiple highly visible, small to mid-sized (\$18M) organizations, managing political relationships, leading executive assessment, supporting merger due diligence, and guiding executive transitions.
- Directed organizational transformation at \$5M Conservation, Agriculture, & Food Security organization, restructuring operations, recruiting a new C-suite, and implementing cost-saving measures resulting in \$800K in savings.
- Guided \$5.8M national STEM Education Nonprofit through a full business and culture turnaround, leading 40+ change management initiatives, building remote operations infrastructure, and reducing operational costs by 32%.
- Stabilized regional performing arts theater during a multi-layered crisis, managing a double executive transition, crisis response for a public call out, conducting a financial audit, addressing governance gaps, expanding staff from 6 to 14, and restoring board-staff trust.
- Led 50-year-old Arts Organization through historic strategic transformation, directing the relocation of a 12,000 sq ft facility, \$450,000 in new construction, leading a successful executive search, negotiating new partnership contracts for programs, and managing a sensitive relationship with the city.
- Raised \$100K+ in three months during an executive gap at a regional Cultural Education Center while developing a multi-year development strategy and planned giving framework to sustain future growth.
- Spearheaded strategic planning and governance education for regional Health and Human Services

Advocacy Organization, facilitating multi-sector collaboration with elected officials, city staff, and four dozen human service agencies.

- Built and scaled organizations with stronger systems across HR, finance, operations, and development, including authoring full HR frameworks, implementing inclusive hiring practices, and launching donor stewardship systems.
- Trained over 350 staff, sector leaders, and board members on nonprofit governance, legal and fiduciary duties, equitable recruitment, and board-staff alignment—working to bring clarity, confidence, and accountability to governance practices.

Licenses / Education

- **Society of Human Resources Certified Professional (SHRM-CP)**, Society of Human Resource Management
- **Certified Nonprofit Accounting Professional (CNAP)**, Nonprofit CPAs Alliance
- **Bachelor of Architecture**, First Professional, Syracuse University

Academic

- **Adjunct Professor, Board Governance** | Seattle University | 2024 – Present
 - *Master of Arts, Arts Leadership Program*

Board Service

- **Board President, Board Vice President**, Associated Recreation Council. 2022 – Present
- **Board President, Board Member**, Friends of the Conservatory of Volunteer Park, 2022 – 2024
- **Board President**, Parkour Visions, 2021 – 2022
- **Board President, Founding Member**, United States Parkour Association, 2017 – 2021

BIO – Your name here (please do not use the same Qualifications statement used on resume)