

## **Donna Phillips**

Austin, Texas

Government Relations | Community Engagement | Civic Leadership | Public Affairs

### **PROFESSIONAL SUMMARY**

Finance and operations professional with experience in government relations, civic engagement, community outreach, and statewide public initiatives throughout Texas. Skilled in coordinating Capitol events, public engagement efforts, leadership communications, volunteer mobilization, and relationship-building with elected officials, civic leaders, and community organizations.

### **CORE COMPETENCIES**

- Government Relations • Community Outreach
- Constituent Engagement • Public Affairs
- Event Coordination • Strategic Communications
- Volunteer Leadership • Public Speaking
- Legislative Engagement
- Finance, Accounting & Operations Coordination

### **PROFESSIONAL EXPERIENCE**

#### **Finance & Operations Leadership**

Controller / Finance & Operations Professional

10+ Years Experience

- Extensive experience in Accounting leadership, Budgeting, Financial Close & Reporting, FTE & Operations management, All Industries including Nonprofit and political financial operations, and organizational functions and coordination.
- Managed financial oversight, reporting processes, administrative operations, and team coordination across nonprofit, healthcare, non profit, and various private sector environments

#### **Texas Intercrossors for America (TX IFA)**

State Prayer Leader & Civic Engagement Coordinator

2021–Present | Texas

- Led statewide civic engagement initiatives involving elected officials, State Board of Education members, civic leaders, pastors, and citizens across Texas
- Organized and coordinated the 2026 Rededicate Texas event at the Texas Capitol

- Coordinated event logistics, communications, volunteer teams, leadership outreach, and public engagement efforts
- Assisted citizens with testimony preparation, legislative outreach, and civic participation surrounding Texas education and policy issues
- Supported initiatives connected to the American Spiritual Heritage Project and related national broadcasts

### **2025 TX IFA Prayer & Policy Summit**

Volunteer Civic Leadership Coordinator

2025 | Texas

- Assisted in coordinating statewide public policy and civic engagement initiatives involving elected officials, civic leaders, ministry organizations, and citizens
- Supported event logistics, communications, scheduling coordination, and public participation efforts

### **COMMUNITY LEADERSHIP**

#### **Austin Awake — Panel Speaker**

Austin, Texas

- Spoke on civic engagement, leadership, prayer, and community involvement initiatives

#### **CASA Volunteer — Court Appointed Special Advocate**

Ector County, Texas | 5 Years

- Advocated for children and families involved in the court and foster care system
- Worked alongside legal professionals, families, and community stakeholders supporting child advocacy efforts

#### **Community Outreach Volunteer Initiative – Children’s Foster Care Programs**

Austin, Texas

- Recruited and coordinated 30 volunteers to produce and donate hundreds of Easter baskets to Austin-area children’s charities

#### **South by Southwest (SXSW) Volunteer**

Austin, Texas | 3 Years

- Supported Film, Hospitality, Marketing, and Information departments during large-scale Austin events. Assisted with event logistics, communications, and attendee engagement efforts