

Anita Charlot Speaker Kit

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At a glance

Anita Charlot speaks on preventing caregiver burnout with practical AI, AI routines for working through menopause and brain fog, AI chiefs of staff, and the human side of AI adoption.



Approved headshot. Please use as provided, without cropping her hair or changing color.

Name	Anita Charlot (she/her)
Title	Founder & CEO, Relationship Architect Academy LLC · AI Adoption Strategist

Credentials	Certified AI Solutions Architect & AI Consultant · BRMP® · Prosci® · Harvard Business School Online, AI for Leaders · Kellogg (Negotiations; Strategic Alliances)
Service	14-year U.S. Army Reserves veteran
Based in	Oak Park, Illinois (Chicago area) · travels nationally · virtual available
Topics	Caregiver burnout and AI for working caregivers · Menopause and brain fog at work · AI chief of staff · AI adoption for leaders
Books	<i>Boo, How Do I Get Home?</i> · <i>A Leader's Field Guide: Your First 30 Days with an AI Teammate</i> · <i>Grab the Binder</i>
Pronunciation	Ah-NEE-tah Shar-LOW
Speaker page	anitacharlotspeaks.com

Bios

Use the length that fits your program. Please print them as written.

Short (about 50 words)

Anita Charlot is Founder & CEO of Relationship Architect Academy LLC and an AI Adoption Strategist. She works full time, runs a business, and cares for her mother, who has dementia. She teaches leaders and working caregivers to build practical AI systems that give them their time back.

Medium (about 100 words)

Anita Charlot is Founder & CEO of Relationship Architect Academy LLC, where she helps leaders and organizations put AI to work. She is a Certified AI Solutions Architect & AI Consultant, BRMP®, Prosci®-certified, and a 14-year U.S. Army Reserves veteran.

She built her practice while working full time, and she also holds power of attorney for her mother, who lives with dementia. That double life drives her work: practical systems, plainly explained. She is the creator of the R.A.I. Framework™ and Donna Bordeaux, her AI

Chief of Staff, and the author of *Boo, How Do I Get Home?*

Long (about 200 words)

Anita Charlot is Founder & CEO of Relationship Architect Academy LLC and an AI Adoption Strategist who helps leaders turn AI from an experiment into everyday work. She is a Certified AI Solutions Architect & AI Consultant, BRMP®, and Prosci®-certified, with leadership training from Harvard Business School Online (AI for Leaders) and Kellogg. She served 14 years in the U.S. Army Reserves.

Anita built her business while working full time. She also cares for her mother, who has dementia, and holds her power of attorney. In February 2020, her mother called from her car during a snowstorm and asked, "Boo, how do I get home?" That call changed how Anita runs her calendar, her paperwork and her use of AI.

Today she teaches what she lives. She created the R.A.I. Framework™ (Recognize, Architect, Integrate, Refine) and Donna Bordeaux, the AI Chief of Staff that reports to her every morning and evening. Her client work includes a business brokerage owner who documented \$246,633 in first-year value.

Anita is the author of *Boo, How Do I Get Home?*, *A Leader's Field Guide: Your First 30 Days with an AI Teammate*, and *Grab the Binder: The End-of-Life Planning Workbook*. She leads Carrying Two Lives, a free community for people caring for a parent while carrying everything else.

Introduction script

Read aloud by the host. About 45 seconds.

Our next speaker works a full-time job, runs a business, and cares for her mother, who has dementia.

A few years ago, on a snowy night, her mother called from her car and asked, "Boo, how do I get home?" That question changed how she organizes her life, and it's why she's here today.

She is the Founder and CEO of Relationship Architect Academy, a Certified AI Solutions Architect, and a 14-year U.S. Army Reserves veteran. She built an AI Chief of Staff named Donna who reports to her every morning and every evening. And she's the author of *Boo, How Do I Get Home?*

Please welcome Anita Charlot.

Signature talks

Each talk opens with a real story and ends with something attendees can use the next morning. All can be tailored to your theme.

Talk	Best for	Formats
Preventing Caregiver Burnout with Practical AI	Employers, HR and benefits, employee resource groups, caregiving organizations	45-min keynote · 90-min workshop with take-home toolkit
When Your Memory Needs a Backup: AI Routines for Working Through Menopause	Employers, HR and benefits, women's employee resource groups, women's leadership conferences	45-min keynote · 60-min interactive workshop
The Chief of Staff Who Never Sleeps	Business owners, chambers, associations, leadership retreats	45 to 60-min keynote with live walkthrough
Human-Led, AI-Supported!™ Getting AI Out of Pilot and Into the Work	Executive forums, BRM and change-management communities, industry associations	Keynote · 90-min working session

All talks are available in person or virtual.

Preventing Caregiver Burnout with Practical AI

Most companies have employees quietly caring for a parent while doing their jobs. AARP and the National Alliance for Caregiving count 63 million U.S. family caregivers, and about 70% of working-age caregivers are employed ([Caregiving in the US 2025](#)). Anita shows them a calmer way to carry it, using tools they already have.

Built for the sandwich generation: employees caring for aging parents while raising families and holding down jobs.

Attendees leave with:

- The first five things to get into a care binder, before a crisis forces it
- How to use Claude or ChatGPT as a second brain for appointments, medication lists and paperwork
- Simple privacy guardrails for using AI with family health information

When Your Memory Needs a Backup: AI Routines for Working Through Menopause

Brain fog is real, and it shows up in the middle of meetings, deadlines and full calendars. "I call AI an extension of my brain," Anita says. She shows women how to build simple AI routines that catch what slips, so they can keep leading through midlife with confidence.

In a Mayo Clinic study of more than 4,400 working women, about 1 in 10 had missed work in the past year because of menopause symptoms, an estimated \$1.8 billion a year in lost work time in the U.S. Lead researcher Dr. Stephanie Faubion said there is "a critical need to address this issue for women in the workplace" ([Mayo Clinic News Network, 2023](#)).

Practical routines and tools, not medical advice.

Attendees leave with:

- A five-minute daily capture routine, so thoughts and to-dos land somewhere other than memory
- How to use Claude or ChatGPT for meeting recaps, follow-ups and "where was I?" restarts
- Privacy guardrails: what stays out of AI tools at work, including personal health details

The Chief of Staff Who Never Sleeps

Meet Donna Bordeaux, the AI Chief of Staff Anita built to run her business days. Donna reports at 8:00 a.m. and 5:00 p.m. without fail. Audiences see exactly what she does, and what stays with the human.

Attendees leave with:

- What an AI chief of staff actually handles in a normal workday
- The first three tasks to hand off, and the ones to keep
- How to stay in charge: reviews, approvals and a human final say

Donna isn't a slide. She runs Anita's business every day and appears live in the session. The same system is now available to business owners as the [AI Chief of Staff System™](#), live in 5-7 business days.

Human-Led, AI-Supported!™ Getting AI Out of Pilot and Into the Work

Most organizations already use AI somewhere. Far fewer turn it into lasting value. Anita walks leaders through the human side of adoption that tool training skips.

Attendees leave with:

- The R.A.I. Framework™: Recognize, Architect, Integrate, Refine
- Why adoption stalls with people, not software, and what to do about it
- A 30-day starting plan for one team

Client result: Matt Friscia of Transworld Business Advisors documented \$246,633 in first-year value from a \$1,197 engagement.

Recent stages

Year	Event	Format
2026	National Black AI Literacy Week: <i>The R.A.I. Framework™ in Action: Build Your Weekly AI Industry Briefing</i>	Hands-on workshop
2026	BRMConnect 2026, Powered by Partnership track	90-min conference workshop
2025	National Black AI Literacy Week	Workshop

Year	Event	Format
Earlier	WVON 1690 AM, The Talk of Chicago	108-min live radio guest

AV and logistics

Anita's talks include a live screen walkthrough, so a laptop connection and a strong internet connection matter most.

In person

- Projector or screen with HDMI input; Anita brings her own laptop and adapters
- Reliable Wi-Fi or a wired connection at the podium for live AI demonstrations
- Wireless lavalier microphone preferred, so she can move
- Confidence monitor or a view of the slides from the stage, if available
- 30 minutes before the session for a tech check
- Workshops: tables for small groups, and attendees bring a phone or laptop

Virtual

- Zoom, Microsoft Teams or Google Meet
- Screen-share permission for the speaker
- A 15-minute tech check before going live

Recording and materials

- Recording is welcome; please share a copy with Anita for her speaker reel
- Slides and take-home toolkits are shared with attendees after the session
- Travel and lodging outside the Chicago area are arranged with the booking

Booking

Email coaching@relationshiparchitectacademy.com or call 312-900-4828. Please include:

- Event name, date and city, or virtual
- Audience and expected size
- Which talk interests you, and the time slot
- Your speaking budget

More at anitacharlotspeaks.com.