



**Staff Roles and Responsibilities:**

**Patricia Stevens** works with County leadership to identify resource development priorities for OP<sup>3</sup> and presents these to Chambers of Commerce, Leadership Fairfax, new corporate leaders referred by FCEDA. She connects County, corporate and philanthropic leaders to create partnerships that result in financial and in-kind contributions.

**Trish Walker** provides administrative support for the Executive Director and OP3 staff including procurement, timekeeping, scheduling and preparation for events and meetings, office management.

**Karen Fuentes** works with the Executive Director to manage the OP3 budget, fiscal, and personnel processes. She is the business process lead for the implementation of the Volunteer Management System and Connect Northern Virginia regional nonprofit portal, and supports NCS, environmental, and technology partnerships.

**Dianne Quebral** will develop a strategic corporate engagement plan to deliver new resources for 3-4 County priorities each year. As potential partners/donors are identified, he/she will work closely with the Executive Director, OP<sup>3</sup> and program staff on financial and in-kind resource agreements and grant applications.

**Wendy Lemieux** develops content for the OP<sup>3</sup> website, newsletter, and social and print media that promotes ways to give and get involved in Fairfax County and recognizes our corporate contributors. She write and places articles in newspapers and corporate and Chamber of Commerce newsletters to highlight current areas of need.

**Theresa Benincasa** manages the Grants Research and Training Center (GRTC), a partnership with FCPL and the Foundation Center. The GRTC has been recognized by the Center for Nonprofit Advancement for excellent training and coaching that improves nonprofit organizations' ability to secure grants and in-kind resources.

**Swaim Pessaud** develops and supports partnerships related to DFS, youth, education, and veterans. She represents OP<sup>3</sup> on the Mt. Vernon/Lee, South County, and Springfield Chambers of Commerce. She convenes the County partnership liaison group to identify resource priorities and facilitate collaboration on financial requests.

**Vance Zavela** develops and supports partnerships related to FCPA, OEM, NCS, financial literacy and arts programs, and the foundations that support county agencies. He has been recognized by the McLean and Asian American Chambers of Commerce, Rotary, and the Dranesville District for his community contributions.

**Angie Carrera** develops resources for volunteer initiatives including V-16, County programs, corporate team events, and student groups. She provides training for volunteer managers and assists with language translation and verification. She represents OP<sup>3</sup> on the Dulles Regional Chamber and the Hispanic Business Council.

**Senior Fellows** are engaged for up to one year to support specific initiatives based on their expertise.