

# DOUGLAS BEAVER

Mohawk – Kanehsatake, Mohawk Territory  
2 Só:se Onahsakén:rat road, Kanesatake, QC, J0N 1E0 and  
309 Nepean Street, Ottawa, ON K1R 5G2 | 613-806-7695  
dbeaver0619@gmail.com

## Summary

A creative, self-motivated and innovative professional with extensive experience in marketing and communications, art and design, Interior architecture, publishing and project and event management

## Experience

- Extensive experience with Indigenous communities and organizations
- Marketing and Communications
- Social media and fundraising
- Creative Design in various forms

## Skills

- Sketch-up Pro 2021, AutoCAD, Design
- Advanced Excel, SmartSheet, Office 365 suite of applications, Canva, Adobe Suite
- Project management and coordination
- Website management, digital marketing platforms (Hootsuite, mailchimp)

## Director (formerly Manager) of Marketing and Communications AFOA Canada Ottawa and National

March 2019 to Present

- The Manager, Marketing and Communications develops and implements the marketing and communications strategy of AFOA Canada. The position works toward increasing the profile of the Association through the establishment and maintenance of effective relationships between its members, organizations, corporate partners, educational institutions, governments, media and the general public.
- Manages the development, production, and delivery of special products/programs such as the AFOA Canada Harvard Business School Certificate Program, Journal of Aboriginal Management, Community Award, Youth Financial Management Award and the Volunteer who Inspires Award.
- The Manager, Marketing and Communications directly supervises the Marketing and Communications Coordinator and Videographer, Marketing and Communications. This position carries out supervisory responsibilities in accordance with AFOA Canada's policies and applicable laws. Responsibilities include providing team leadership, defining training plans for subordinates, planning, assigning, and directing work, appraising performance, rewarding, and disciplining employees, addressing issues and resolving problems.

## Marketing and Communications Department Project Development Lead - Wabano Centre for Aboriginal Health Ottawa, ON

Apr 2017 to March 2019

- Creating and leading fundraising campaigns and grant proposals
- Promoting the growth of donors
- Compiling statistics from campaigns, surveys and CRM databases
- Leading and organizing special events from focus groups to large galas Managing project costs, budgets and adherence to schedules

## Interior Design and Architecture, Owner - PELT AND PINE Ottawa, ON

January 1998 to Present

- Interior Architecture and design, commercial architecture and renovations
- Use of 3D software to help customers to visualize projects
- Developing interior design concepts and interior systems

## Senior Finance and Programs Officer

October 2000 to 2012

### The Aboriginal Healing Foundation

Ottawa, ON

- Monitoring and coordinating all AHF Healing Center programs across Canada
- Performing comprehensive on-site visits and project audits
- Negotiating and drafting agreements ranging from \$50,000.00 to \$2.5K

## Owner and Manager of Franchise

January 2005 to 2008

### Par-T-Perfect

Ottawa, ON

- Marketing, Communications, sales, management, coordination, scheduling, and facilitation of over 600 events
- Training and coaching of over 20 staff
- Facilitating the training of other franchises

---

## Education and Training Interior Design Certification, Interior Design

The International Academy of Design — Montreal

## Bachelor of Commerce, Administrative Management

Concordia University — Montreal

---

## Major Design Accomplishments and collaborations

- Douglas Cardinal Architect Inc. 2000-2001, 2007-2008
- Beaver Designs, Montreal, Ottawa 2000-2008
- L.O.D.A, Leonard Ostroff Design Associates, Montreal 2001
- Emond Kozina Mulvey Architectes, Montreal 1999-2000]

Designing and producing architectural plans for commercial and residential construction; Planning layouts of interior spaces, project management and problem resolution, communication with clients and contractors.

Design Projects include Dawson Creek Native Housing Society, Dawson Creek B.C., Miziwe Biik condominiums and Arts/ Culture Center, Toronto, ON, The Discovery Park of America, Tennessee

**Collins, Montreal 2000, Collins, Kingston 2016, Longueil and Laval 2016 - 2017** Montreal, Quebec and Kingston, Ontario

Renovation to existing building: Offices, Warehouse, and Flagship Showroom Renovation to existing retail stores in Montreal and Kingston.

### **“Iskotew”, The Fire Within - Healing and Wellness Lodge**

Brooke Claxton Building, Tunney’s Pasture, Ottawa, Ontario

Renovation to Government space: A traditional Iroquois Longhouse Healing lodge was built using natural materials and finishes within an interior space creating a spiritual retreat for Aboriginal people.

### **Rotiwennakehte Ionterihwaienstahkhwa Mohawk Immersion School**

Kanehsatake, Quebec, Kanehsatake Mohawk Immersion School

144 student new Mohawk immersion elementary school building designed and built within the old growth Pine forest of Kanehsatake. This project: in collaboration with Emond Kozina Mulvey Architects, was designed within the forest to conserve the environment.