

Caroline E. Schiavo

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WORK EXPERIENCE

Natural Resources Defense Council (NRDC)

Development Manager, Action Fund — November 2025 – Present

- Execute fundraising operations for 501(c)(4) advocacy and electoral partner, NRDC Action Fund, across a growing \$15M+ annual revenue budget.
- Oversee NRDC Action Fund PAC fundraising, across a \$200K+ election cycle.
- Create Action Fund collateral and touchpoints to identify, cultivate, solicit, and steward donors and board members.
- Monitor \$2M+ grant portfolio by tracking deliverables in collaboration with foundations and programs teams.
- Partner with development stakeholders in accounting, finance, and donor systems to track revenue projections.
- Support GiveGreen, Green Leaders for Change, and candidate fundraising programs through event marketing.

Sustainable Development Africa

Fundraising Consultant — April 2025 – June 2026

- Served as a strategic consultant to identify fundraising opportunities for an emerging climate nonprofit.

Clean Air Task Force (CATF)

Senior Associate, Foundation Giving — July 2024 – April 2025

- Supported a portfolio of global foundation grants to expand partnerships.
- Served as an expert for U.S. advocacy, land systems, infrastructure, energy innovation, and general support priorities.
- Crafted impactful grant proposals, letters of inquiry, concept notes, reports, and funder newsletters.
- Cultivated prospects through program integration, budget monitoring, and event engagement.

Environmental Defense Fund (EDF)

Principal Gifts Coordinator — January 2022 – July 2024

- Orchestrated moves management across portfolios, led trainings, utilized CRM systems, and performed research.
- Jointly managed 5-figure plus individual gifts in dynamic portfolios and conducted operational responsibilities.
- Stewarded donors by drafting talking points, proposals, reports, and communications.
- Liaised with 501(c)(4) EDF Action to oversee donor pipeline, craft membership updates, and ensure compliance.

Columbia University

Associate Instructor — September – December 2024; January – May 2023

- Taught a dual-language course on the Global Challenges and the Common Good for the Nonprofit Management program in partnership with Sciences Po and a course on Leadership and Management of Nonprofits.

LEADERSHIP EXPERIENCE

Environmental Defense Fund, Development Inclusion Working Group, Member — January 2023 – July 2024

- Implemented the Development Inclusion Action Plan to build a more diverse, equitable, and inclusive work culture.

EDUCATION

Columbia University

- Master of Science, Nonprofit Management from the School of Professional Studies

University of Richmond

- Bachelor of Arts, Political Science, and minor in Healthcare Studies
- Westhampton College Distinguished Leadership Award Recipient