

Ruth Masterson

Paralegal / D.C. Office Manager

EDUCATION

- MPP, Johns Hopkins University
- Graduate Certificate in International Relations, Johns Hopkins University's School of Advanced International Studies (SAIS)
- B.A., Middlebury Institute of International Studies

PROFESSIONAL AFFILIATIONS

Ms. Masterson has been trained as a Standards for Excellence Licensed Consultant and Certified Nonprofit Board Consultant with BoardSource; she has also been affiliated with the National Network of Consultants to Grantmakers and the Alliance for Nonprofit Management.

SPEAKING & TEACHING

Ms. Masterson has substantial experience creating and designing training and conference sessions, including legal seminars. She has also presented on a wide range of topics relevant to foundation operations, nonprofit governance, and grantmaking.

Ms. Masterson's written publications include several blog posts, particularly on organizational dynamics, as well as the following longer publications, published by Exponent Philanthropy:

- How to Start a Private Foundation (2010)
- Working with Consultants (2011)
- Disaster Response Grantmaking Strategies (2014)
- Hiring Great Staff (2014)
- Grantee and Applicant Perception Survey (2016)
- Practical Board Self-Assessment: From Reflection to Action (survey instrument and toolkit, 2016)
- Practical Board Self-Assessment: Improve Your Foundation's Effectiveness (white paper, 2016)
- Closing Shop: When Small Foundations Get Out of the Foundation Business (2017)
- Legal Essentials (2017)
- Annual Foundation Operations & Management Report (2013-2018)

PRIOR EXPERIENCE

CONTACT INFORMATION

 rmasterson@adlercolvin.com

 (415) 421-7555

 (415) 421-0712

Ms. Masterson brings extensive nonprofit experience and coaching to her practice as a Paralegal and duties as Office Manager at Adler & Colvin. She served as Operations, Volunteer & Program Manager at San Francisco Baykeeper, Executive Director at Build: Center of Creative Intent, and as Paralegal at Adler & Colvin before moving to the East Coast in 2003. She then served as Senior Program Director at Exponent Philanthropy and as Executive Director of Meals on Wheels Takoma Park/Silver Spring before returning to the Washington, D.C., office of Adler & Colvin.

OUTSIDE THE OFFICE

Ms. Masterson also enjoys weaving and other fiber arts, gardening, travel, reading mysteries, and watching her son's baseball games.