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| Kimberly Napoli, Esq. | kim@kimnapoliesq.com • 978-793-4171[LinkedIn](https://www.linkedin.com/in/kimnapoli) • Sudbury, MA |

Director of Diversity, Equity, and Inclusion

**Highly analytical professional with winning mentality and proven experience in enabling achievement of full business potential by leading DEI initiatives, employing effective strategies, and establishing diverse workforce.**

Proven success in steering and coaching teams, identifying, and securing leading opportunities, influencing decision-making process, and aligning with company’s mission and DEI goals. Excels at transforming tactics and metrics into strategic plans having clear actions, while promoting best DEI approaches. Skilled at assisting at talent pipelines and HR, creating reports, resolving substantial issues, and suggesting need-based recommendations. Valued and respected professional; recognized for driving process improvement, acquiring insights, cultivating strengthened relationships, and evaluating effectiveness of policy, procedure, and impact. Sharp communication skills incorporating diversity, inclusion, and equity as well as uniting teams around common goals.

Areas of Expertise

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| * Diversity & Inclusion Management
* Workforce Planning
* Project & Program Development
 | * Continuous Improvement
* Strategic Action Plans
* Public Relations
 | * Teambuilding & Leadership
* Cross-functional Collaboration
* Risk Assessment & Mitigation
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Career Experience

Vicente Sederberg, LLP 2021 – Present

Director of Diversity, Equity, and Inclusion

Strategically devise organization’s first DEI program, comprising employee resource groups, supplier diversity goals, and reporting process development.

* Facilitated clients and ensured adherence to local, state, and federal laws, incorporating favorable effects to communities.
* Delivered expert-level support to organization/clients in executing and monitoring diversity, equity, and inclusion goals.

Middlesex Bankcorp, MHC 2021 – Present

Corporator

Select holding firm’s board of trustees/clerk and elect holding company’s bylaws as well as corporate structure modifications, while serving Middlesex Bank.

* Formed liaison between Middlesex Savings Bank and communities.

Surterra Holdings, Inc. (DBA Parallel) 2019 – 2021

Senior Director of Corporate Social Responsibility and Community Affairs

Planned and established corporate social responsibility framework/programs in collaboration with executive leadership/key internal stakeholders. Served as Co-lead of employee relief fund and supervised Parallel Cares employee volunteering and donation program.

* Ensured organization’s program alignment with industry standards and company’s vision/goal.
* Developed and implemented organization’s multi-pronged social equity strategy and institutional partnerships.
* Granted $25K to social equity license holders across Massachusetts through Social Equity Security Grant Program.

New England Treatment Access, LLC. 2016 – 2019

Director of Diversity Programs, Communications Consultant, Marketing Specialist

Created and managed diversity, equity, and inclusion initiatives and generated collaborative diverse partnerships, as well as comprehensive community engagement strategies. Cooperated with Public Relations and Marketing Team in supervising communications plans. Directed campaign/initiative and public relations/marketing as well as produced content, while representing firm in media. Created target recruiting programs and determined under/over-representation internal areas via effective assessment of employee base and the external available workforce.

* Improved diversity and inclusion agenda of firm as well as accomplished set objectives via effective guidance and strategies execution, while coordinating with NETA’s Senior Management team.
* Raised 20% black and female employees’ representation within one calendar year.

The Hempest, INC. 2006 – 2020

Co-Owner, Clerk, Legal Counsel

Founded the Hempest Harvard Square in 2006. Delivered excellent legal counseling to company from 2015 to 2020. Led company’s social media and clerk tasks

* Acted as hemp-centric eco-boutique Co-founder in The Hempest Harvard Square during 2006.

Hirsch Roberts Weinstein, LLP 2015 – 2016

Associate Attorney

Performed as client legal representative and assisted in management-side employment and traditional labor law issues. Identified and evaluated electronically stored data. Conducted coaching sessions and training for Clients.

* Reduced client risk and litigation cost through tactical planning and execution.
* Negotiated and finalized labor contracts for Ivy League university and metropolitan hospital as second chair in collective bargaining.

Suffolk University Law School – Professor Frank Cooper 2014

Research Assistant

Employed detailed research and provided reports on cultural reaction to minority men’s racial profiling within context of now-reversed stop and frisk policy of New York.

* Obtained insights on African American men’s social and socio-economic status within existing American culture.

Boston Municipal Court 2013

Judicial Intern to the Honorable Robert N. Tochka

Researched and prepared civil/criminal cases memoranda, comprising request for guilty plea vacating, contract claim breach, and appeal for corporate entity disregard.

* Monitored motions/trials across municipal/superior court and first circuit federal court for Massachusetts district.

Education

Juris Doctor | Suffolk University Law School, Boston, 2015

* 2013; 2014-2015, Dean’s List

Bachelor of Science in Sociology | Suffolk University, Boston, 2005

Certifications

Massachusetts Bar, November 2015

Practicing with Professionalism, July 2016

First Circuit Court for District of Massachusetts, September 2016

Registered Marijuana Agent, June 2017, 2018, 2019, and 2020

Rule 3:03 Certified Student Attorney, Suffolk University Law School, 2014 –2015

Professional Development

**Director of Outreach**, [Yes on 4 Campaign](https://www.mpp.org/states/massachusetts/), 2016

* Developed campaign presence via increased community awareness, promotions, fundraising, coalition-building, and press conferences activities within Massachusetts.

Affiliations

Massachusetts Cannabis Advisory Board, 2017 – Present

Cannabis Trade Federation: Diversity Equity & Inclusion Task Force, 2019 – Present

United States Cannabis Coalition: Social Equity & Inclusion Subcommittee Co-chair, 2021 - Present

DEI Chair, Board of Advisors, Parabola Center, 2022 - present

Co-chair of Board of Overseers, CultivatED, 2019 –2021

Rolling Stones Culture Council, 2021 - Present