

Molly-Dodd ADAMS

+1-813-331-5838 voice +1-813-469-4107 text adams.mollydodd@gmail.com
LinkedIn.com/in/mollydodd HardworkingCopy.com

PROFESSIONAL EXPERIENCE

MOLLY-DODD AGENCY LLC, Tampa, Fla.

CattwampChic, Reseller (2023 - present)

Sourcing and reselling vintage housewares, antiques, and curiosities via social media platforms Etsy, Facebook Marketplace, and coming soon to YouTube.

HardworkingCopy.com, Consultant, Writer, Editor (2020 - present)

Providing strategic communications, content and copywriting, and digital marketing services for a variety of clients with a focus on audience engagement, activation, and stewardship.

SAINT LEO UNIVERSITY, Saint Leo, Fla.

Director of Business Affairs Communications, University Advancement (2019 - 2020)

- Crafted engaging internal communications, including blog posts, emails, and feature stories for HR, finance, and technology teams.
- Developed executive case statements, legislative appeals, and donor messaging to drive increased alumni and donor engagement.

Special Assistant to the President (2012 - 2019)

- Led executive communication strategy for three university presidents, shaping public perception and stakeholder engagement through speeches, op-eds, and reports.
- Served as government affairs liaison, representing the university at local, state and national levels.
- Directed strategic initiatives, research projects, and high-profile board relations efforts.
- Managed multiple million-dollar budgets and planned board and executive strategic planning meetings.

Communications Manager, University Communications (2005 - 2012)

- Led content strategy for alumni, employee, and advancement communications, overseeing publications, digital content, and major donor messaging.
- Managed production of the university magazine, annual report, and special event communications

THE HOME DEPOT, Atlanta, Ga., and Tampa, Fla.

Manager, Publications and Store Communications, Headquarters (2003 - 2004)

Oversaw internal print communications strategy for a Fortune 13 company with 315,000 employees, ensuring alignment with corporate goals.

Internal Communications Manager, The Home Depot Eastern Division (1999 - 2002)

Led internal communications teams for merchandising, operations, and HR, enhancing employee engagement and corporate messaging effectiveness.

Advertising Production Supervisor, The Home Depot Southern Division (1995 - 1999)

Managed creative teams to produce and translate advertising for multiple U.S. and Caribbean markets.

EDUCATION & PROFESSIONAL DEVELOPMENT

Master of Business Administration in Marketing, Saint Leo University, 2012

Aspiring Leaders Program, Independent Colleges and Universities of Florida, 2019

Leadership Saint Leo, Saint Leo University, 2008

Bachelor of Liberal Arts, *cum laude*, Johns Hopkins University, 1994

VOLUNTEER & COMMUNITY LEADERSHIP ROLES

WMNF Public Media, Tampa, Fla., Writer, Receptionist, Fund Drive Phone Supervisor (2005–2023)

Florida Democratic Black Women's Consortium, Fla., Executive Board Member, Communications Chair (2020–2022)

The Dalí Museum, St. Petersburg, Fla., Docent (1994–1998)

SPCA Tampa Bay, St. Petersburg, Fla., Newsletter Editor, Petwalk Committee Volunteer (1995–1998, 2005)

Habitat for Humanity, Fla. & Ga., Construction & Landscaping Volunteer (1993–2004)

KaBOOM!, Ga., Playground Builder & Landscaper (2000–2004)