



## **Trish Hallmark Administrative Assistant**

Trish Hallmark provides administrative support to the Alliance, including website maintenance, event coordination, implementation of many of the processes that help the Alliance fulfill its tasks smoothly and supporting the multiple roles among member of the Alliance team. She is responsible for supporting the various meetings of the multiple Alliance projects related to ensuring parent voices related to policy and practice and for assisting the national training team for the *Bringing the Protective Factors Framework to Life in Your Work*.

Trish brings more than twenty-five years of administrative experience with positions ranging from a marketing manager for an environmental company, to an administrative officer at a university, to an executive assistant at world-renowned resort. Trish holds a Bachelor of Science degree in Marketing. She co-authored the *Administrative Assistant Guideline*, an online curriculum for Penn-Foster College, and authored online articles such as "The Americanization of Global Culture" *Global Politician*, 2007. She and her husband own a small pecan plantation in Florida where enjoys walking her four dogs.