



**Dawn Lowe**

Manager of Administrative Services

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**Education**

- > **Langston University**  
**Bachelor of Business Administration**
- > **Eastern Oklahoma State College**  
**Associate, Business Administration and Management**

Dawn Lowe is the Manager of Administrative Services for Mohr Partners, Inc. in the Dallas office, working with Stephen Hemphill, managing principal for distribution, manufacturing and warehousing clients. Dawn's day-to-day responsibilities include calendar management, coordination of interdepartmental travel, expense reconciliation, company licensing and handling of confidential materials.

Prior to joining Mohr Partners, Dawn served as a senior volunteer coordinator for Reading Partners. In the position, Dawn handled recruitment and contact of new volunteers, facilitating the onboard process. Additionally, she maintained all regional partnerships, maintained constant communication with program managers and site coordinators, worked collaboratively with program development and facilitated onsite group orientation and trainings. Before her time as senior volunteer coordinator, Dawn was a regional site coordinator with Reading Partners.

Dawn began her career as the director of outreach for the Girl Scouts of Eastern Oklahoma. She spent over 10 years with the organization, holding two positions while there. Following, she was a sales executive at SignaPay.