Brian René González Nájera

Multi-country Program & Operations Management · Animal advocacy nonprofits

Oaxaca, Mexico (UTC–6) · +52 951 292 9911 · briangonzaleznajera@gmail.com · linkedin.com/in/brian-gonzalez-najera
Spanish (native) · English (C1, fluent) · Available from 1 December 2026 · Available to travel internationally several times a year

SUMMARY

Operations and project professional with 8 years in nonprofit operations, five of them in animal protection (The Humane League / Open Wing Alliance, AnimaNaturalis). Builds and runs the operational backbone that lets local teams deliver their own projects under a common standard: calls for proposals, feasibility and budget review, contracts and payments, timelines, monitoring, financial reconciliation, reporting and accountability. Currently coordinates a ~US$1M program delivered by local teams in 11 countries; previously managed 20+ simultaneous cage-free grants with organizations across Africa, Asia, Europe and Latin America.

CORE SKILLS

- **Multi-country program management:** full project cycle, parallel timelines and dependencies across time zones and languages
- **Budgets & finance:** proposal budgeting, approval against budget and objectives, reconciliation with Finance, contracts, national and international payments and payroll (business banking, Wise, Deel)
- **Supporting local teams:** templates, onboarding, regular check-ins, escalation, partnership conditions
- **Grantmaking:** calls for proposals, review panels, feedback, approval, monitoring, final reporting and accountability
- **Events:** international leadership summits, retreats and team activities, end-to-end logistics
- **Tools:** Asana, Google Workspace (advanced Sheets: dashboards, cross-file reporting), Notion, Slack, Salesforce

EXPERIENCE

Operations & Projects Coordinator Dec 2025 – Present

Mentors International · Remote

- Built the shared backbone 11 country teams use to run the ~US$1M Giving Machine program: proposal and budget templates, per-country implementation trackers and a consolidated dashboard.
- Plan, coordinate, supervise and close the program in every country, from call for proposals to final report.
- Review each country's proposal for feasibility and approve or adjust it against budget and program objectives.
- Reconcile project finances with the Finance team in regular working sessions; draft contracts and process national and international payments.
- Keep 11 parallel timelines on track through short, regular check-ins; when local partners drop out, set country-specific prospecting windows and move ahead without a country once its window closes, so the other countries stay on schedule.

Corporate Relations & Accountability Jan 2025 – Jul 2026

AnimaNaturalis · Remote

- Led corporate relations and accountability projects with specific companies on cage-free commitments in Latin America (Open Wing Alliance member).
- Designed expense, HR and finance processes and wrote SOPs for critical functions; prepared funding reports and supported payroll payments.

Grants Lead, Open Wing Alliance Jan 2024 – Dec 2024

The Humane League · Remote

- Ran 20+ simultaneous cage-free grants, each with a different organization in Africa, Asia, Europe or Latin America, through the full cycle: call for proposals, review, feedback and alignment, approval or rejection, execution, monitoring, final reporting and accountability.

- When the 10-person review panel shrank to 7, extended the review by a week and told applicants in advance so their expectations stayed accurate.
- Coordinated logistics and communications for leadership summits and retreats, including Latin American summits of around 70 attendees from at least 10 countries.

Operations Administrator Aug 2021 – Nov 2023

The Humane League · Remote, Mexico

- Streamlined administrative systems and workflows for a global, multidisciplinary team; managed contracts and national and international payments for THL Mexico.
- Organized strategic meetings and leadership retreats: agendas, logistics, documentation and action-item tracking.
- Coordinated complex international travel for the executive team.

Earlier roles 2018 – 2021

Executive Assistant, Buckner Mexico (2019–2021) · Academic Coordinator, La Salle Oaxaca University (2018–2019)

EDUCATION

- Data Analytics, TripleTen · in progress
- B.A. English Language, Universidad Veracruzana, Xalapa · 2015