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Mini Bio

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Kathleen Barrett
Interim Co-Executive Director as of
05/01/25

Kathleen "Kate" Barrett is currently the Interim Co-Executive Director and was previously the Development Director at CPT Institute, where she has been a key contributor since 2019. In her previous role, Kate oversees all Development Projects aimed at positioning CPT Institute as the most innovative Pooled Special Needs Trust Company in the industry. Her responsibilities extend across a broad range of areas, including HR, Technology, Project Management, New Client Services, Marketing, Sales, Public Relations, and Operations.

Kate's professional journey began as an Office Manager within a Hospitality Group, where she honed her skills in Operations and HR. She later served as an Executive Assistant for eight years, gaining valuable experience in leadership and organizational development.

At CPT Institute, Kate has been instrumental in creating the CPT Portal, Electronic Form Generation, restructuring the organization, and leading the development of the company's website and social media presence. She played a crucial role in transitioning The Centers Trust Beneficiaries, Creating a Mass Tort On-boarding Experience, and employees to CPT Institute and launching the CPT Institute Grant Program. Additionally, Kate developed the HR, Sales, and Leadership departments to further strengthen the organization.

She holds a Bachelor's degree in Business Administration with a Concentration in Hospitality Asset Management from Kendall College in Chicago and a Master's degree in Human Resources. Her core skills include Leadership, High-level Problem Solving, Adaptability, System Implementation, Project Management, and Strategic Decision Making.

Outside of work, Kate is an avid traveler, having visited 32 countries and 35 states, with multiple backpacking adventures across continents. She enjoys watching scary movies and exploring diverse cuisines.

Kate's current professional goals include becoming a mentor and continuing to contribute to making CPT Institute the best workplace for employees while aligning with the company's vision for Trust Beneficiaries.