



## OFFICE MANAGER THERESE BIEDERMAN

As Office Manager, Therese Biederman is responsible for providing high-level professional management and support for the Nielsen Foundation's staff and overall grant-making activities. This includes oversight of the operation and maintenance of office services and coordination of the administrative, logistical and clerical functions of the Nielsen Foundation's Encino office.

Therese has been working in senior administrative positions for 20 years, starting in Australia, including service as Executive Assistant at the Research and Development Division of Solution 6 Software and as Senior Administrative Assistant to the CEO at ACHS Healthcare. She came to the United States in 2001 and has been working in the Los Angeles area since, most recently as an Executive Assistant for the Audit Department of World Vision, International, which is a relief organization providing humanitarian aid to the poor and oppressed focusing especially on the needs of children.

