




### Stacey D.M Shaw [Add verification badge](#)

Founder & Chief Administrative Strategist, Your Brilliant Transitions | The Administrative Architect™ Helping growth-stage business owners build operations that can scale | Certified Speaker| 4x Author | NASDAQ Recipient

- Her Chosen Legacy
  - Global Speakers University
- Laurel, Maryland, United States · [Contact info](#)  
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### About

Ready to get your business operations out of chaos and into control?

I help growth-stage business owners build the operations and administrative infrastructure that allows their companies to scale without things falling through th...

**Top skills**

Virtual Administration • Event Planning & Project Management (Virtual & In-Person) • Standard Operating Procedures Training and Implementation • Administrative Strategy & Consulting • Business Organization & Efficiency

**Services**

Business Consulting • Event Coordination • Strategic Planning • Executive Administrative Assistance • Research Skills • Public Speaking • Corporate Events • ...

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Join our mailing list to receive "Administrative Architect" resources, ways to streamline and improve business efficiency.

**The Administrative Architect Newsletter**  
ybttransitions.kit.com

Business operations insights for leaders who want structure, not stress. Actionable guidance on audits, systems, SOPs, admin leadership, and AI integration designed to strengthen the...

Link



**Grab a Copy of The Administrative Foundations For...**  
Your Brilliant Transitions

This book breaks down the foundational systems every business needs to operate with clarity, consistency, and control from admin structure to delegation and workflows....

Post

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Real  
When  
Stacey

**Activity**

768 followers

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**Stacey D.M Shaw** • You  
Founder & Chief Administrative Strategist...  
33m •

Growth changes the role of the leader.


If everything still needs your hands, your ...more



@yourbrillianttransitions

**Stacey D.M Shaw**  
Founder & Chief A...  
21h •

Growing businesses don't  
SOPs.  
They struggle because SC



The Administrative Arch  
Why SOPs Fail in Growing  
Stacey D.M Shaw



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## Experience



### Founder

Her Chosen Legacy · Full-time  
May 2024 - Present · 1 yr 10 mos  
Remote

Her Chosen Legacy™ is an empowering women's initiative designed to help women showcase who they are, own their voice, and build the legacy they...



### Founder & Chief Administrative Strategist

Your Brilliant Transitions, LLC · Self-employed  
Feb 2023 - Present · 3 yrs 1 mo  
Laurel, Maryland, United States · Remote

Your Brilliant Transitions™ is an administrative operations and infrastructure firm serving growth-stage business owners, real estate professionals,...

Virtual Administrative Support, Standard Operating Procedures Implementation and Training and +5 skills



Administrative Foundations for Success: 40 Administrative Tips Every Small Business Owner Need...  
Administrative Foundations for Success:40 Administrative Tips Every Small Business Owner Needs....

### Executive Assistant

Corenic Construction · Full-time  
Oct 2021 - Aug 2023 · 1 yr 11 mos  
Washington DC · On-site

- Serves as confidential executive administrator to the Managing Director and General Manager...

### Real Estate Business Support Consultant

BraNelle, Inc · Self-employed  
Mar 2017 - Jul 2021 · 4 yrs 5 mos  
College Park, MD

We provide operational state of the art logistical support for the real estate development and construction industry. From the initial concept of...



### Office Manager at DC Builders Industry Association

DCBIA  
Nov 2018 - Dec 2020 · 2 yrs 2 mos  
Washington D.C. Metro Area

- Responsible for the coordination of DCBIA Real Estate CEO Forum;
- Assist with the organization for the Construction and Development; Capit...

Show all 12 experiences →

## Education

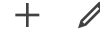



### Global Speakers University


Certification, Professional Speaking  
Jan 2025 - May 2025


 **University of Miami**  
 Certification, Computer Studies  
 1998 - 1998

### Licenses & certifications



 **Vibe Coding**  
 L1: Bronze  
 Sourced from Lovable · Feb 2026

 **Project Management Skills for Leaders**  
 LinkedIn Learning Community  
 Issued Feb 2025 · Expired Feb 2025


 **CertificateOfCompletion\_Project Management Skills for Leaders (2).pdf**

Show all 6 licenses & certifications →

### Skills



**Public Speaking**  
 Global Speakers University

**Standard Operating Procedures Implementation and Training**  
 Founder & Chief Administrative Strategist at Your Brilliant Transitions, LLC

Show all 55 skills →

### Recommendations




Show all pending

Received Given

**Karen Arrington** · 1st  
 Winner-NAACP Image Award Outstanding Literary Work /Empowerment Expert /Goodwill Ambassador to Sierra Leone  
 June 16, 2018, Karen was Stacey D.M's client

Stacy goes above and beyond. Her multifaceted talents will serve any leading organization well. She's independent, has excellent people skills and knows how to make things happen.


**Dr. Lori M. Hobson**  · 1st  
 Accessibility Coordinator | Life Coach | Counselor | Motivational Speaker | Published Author. I Will Be President of Your Fan Club Until You Can Take Over!  
 June 28, 2015, Dr. Lori M. was Stacey D.M's client

Stacey Shaw-Virgo has been a God send for me. I am a busy speaker, life coach, and author. Stacey handles my details so that I can do what I do best. She has move me further faster than I ever dreamed.


Show all 8 received →

### Interests

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**Mark Bouris AM**  · 3rd  
Entrepreneur, Innovator, Author and Academic  
518,714 followers

 Following


**Jeff Weiner**  · 2nd  
Executive Chairman at LinkedIn / Founding Partner Next Play Ventures  
10,390,572 followers

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www.linkedin.com/in/staceydms


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Christina L. Scott, MSOD, PMP (She/Her) 

Leadership Coach and Organization Development Practitioner | Creating  
Space Where People Can Share Their Light with the World

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**Bishal Chaurasia**

Healthcare Entrepreneur | Urgent Care & Healthcare Operations | Consulting & International Trade

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**Dr. Alicia Newsome** ✓

Employee Wellness | Corporate Trainer | Keynote Speaker | 3x Best Selling Author | Root Cause Physician |

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**Daniel Sierra**

Diagnostics for Founders — I find leaks you didn't know were bleeding you dry.

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**Calvin B. Stover, JD, CELDC, CLEIC** ✓

Certified Executive & Leadership Development Coach | Passionate Leadership Developer | Certified Mediator | Strategic Workforce Specialist |...

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