

Megan Delancellotti

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Professional Experience

Life House, NY, New York

Director of Procurement

October 2021 – Present

- Oversee every aspect of the procurement process on all Life House hospitality projects including FF&E sourcing, preliminary project budgeting, vendor selection and RFQ process, FF&E purchasing, shipping, warehousing and installation, lender/investor reporting and preopening support.
- Provide procurement-related information to the Growth team during the underwriting and due diligence phases of new deal processes. Including, but not limited to, building FF&E project schedules and deliverables, finalizing procurement project fees and drafting agreement exhibits.
- Create and continually improve on processes to ensure consistency and scalability in the execution of new projects, resulting in on-time and on-budget openings.
- Collaborate with the interior design team to create a comprehensive purchasing schedule, creatively staying within budget and continuously expanding vendor resources to bring unique spaces to life.
- Daily management of fully remote procurement team staff during all project phases.

Soho House, NY, New York

Senior Procurement Manager, North America

January 2019 – September 2021

- Managed the full lifecycle of FF&E procurement beginning with building, presenting and maintaining of multimillion-dollar FF&E budgets for all in-house design & build projects, including Soho Houses, Soho Works and private residential clients.
- Responsible for negotiating pricing, contract terms and PO creation for an annual spend of \$10M on custom, vintage and off the shelf furniture, lighting, fabric, rugs, hardware, window treatments and fabrication.
- Managed custom FF&E RFI process, reviewed proposals and awarded business ensuring vendor allocation was project appropriate ensuring that materials and construction methods used were hospitality grade and met the required aesthetic.
- Coordinated freight to ensure that all purchases were shipped/ received/inspected on time and prior to installation.

Soho House, NY, New York

Senior Product Manager, Soho Home North America

April 2018 – December 2019

- Oversaw product allocation of over 3,000 Soho Home and Cowshed SKUs across all Soho Home North America properties
- Managed launch of Soho Home retail brand in the US via exclusive collaboration with Anthropologie. Drove conversations around aesthetic direction, lead sample approval meetings, maintained pricing structure, and adhered to launch calendar.
- Cross functional leader overseeing product quality, distribution, price structure, forecasting & planning across all NA properties.
- Responsible for creating cost saving strategies during production phase by leveraging across external retail and internal wholesale purchasing channels.

Soho House, NY, New York

Manager, Tabletop and Accessories Design & Development

December 2014 – April 2018

- Expansion of brand development responsibilities to include mirrors and bathroom accessories & hardware.
- Strategically designed and developed core tabletop collections used at over 30 international hotel, bar & restaurant locations.
- Managed tabletop and accessories development calendars to maintain agreed lead-times for crucial property openings and retail launches; additionally, responsible for creating packaging standards, bulk production approvals, QA and logistics functions.
- International travel to factories to review production samples and gain inspiration for upcoming collections.

One Kings Lane, NY, New York

Associate Manager Brand Development, Tabletop, Kitchen & Textiles

April 2013 – December 2014

- Oversaw development and production of proprietary product launch across tabletop, kitchen housewares and decorative textiles line with a team of two which contributed to a 300% growth in annual sales for 2013 in bed & bath, textiles and TKH.
- Collaborated daily with buying and merchandising teams to determine assortment needs and ensure maximum margin gains, while also partnering with the design team to marry design aesthetic with product execution.
- Built strategic vendor partnerships across international agent offices while negotiating best costing, MOQs and lead-times.

The Gap, NY, New York

Associate Manager, Global Men's Knits and Sweater R&D

December 2010 – April 2013

- Aligned global markets on fabric buys; North America, Japan and Europe for cost savings and leverage.
- Redeveloped and allocated key fabric programs in the men's knit category for approximately \$30 million in 2012.
- Presented concepts boards and new fabric developments seasonally in order to achieve appropriate aesthetic for each market.

Education

Fashion Institute of Technology, State University of New York / Bachelor of Science Degree, Fashion Merchandising Management

Skills

Proficiency in PC and MAC OS, Microsoft Office, Word, Excel, PowerPoint, Microsoft Project and product lifecycle databases.