

# Diana McManus



Diana Dieffenbach McManus has been with Hampton Island Management, Inc. since 2013. After over nine years of working as the Executive Administrative Assistant, Diana has recently been promoted to Vice President. In her vital role, Diana is responsible for various tasks that help keep the company running at its highest level.

Assisting the company President in his daily obligations, Diana schedules and coordinates important meetings, maintains his calendar, drafts correspondence, and more. In addition to these responsibilities, Diana also oversees the management of Hampton Island, specializing in funding and billing, vendor and farm supplier relations, and other corporate matters.

During her time in the corporate business world with Hampton Island Management, Inc., Diana has gained indispensable experience in all aspects of major real estate development, including the industry's many retail, marketing, financing, and operational factors.

Her keen eye for detail, dedication to her work, and multitasking ability allow Diana to excel in her position. Very astute in reviewing legal documents, commercial and rental contracts, and purchase orders, Diana has been known even to catch errors made by attorneys! Additionally, her exceptional interpersonal skills coupled with her friendly and hospitable personality allow her to develop strong rapport and meaningful relationships with individuals at all levels.

Native to Marietta, Georgia, Diana worked for Cobb County Superior Court as a Judicial Administrative Assistant before taking on her current role. Diana has worked alongside multiple elected officials, ranging from judges, prosecutors, members of Congress, and governors in the Atlanta area. These experiences granted Diana valuable insight into the departments and functions of local, state, and federal governments.

Throughout the years, Diana has been an active supporter of women's roles in civic matters and government. She has also dedicated her efforts to various charities, including but not limited to the Girl Scouts and church groups.

As a devoted mother to four daughters, Diana has spent considerable time helping her children be successful in their educational, athletic, and personal endeavors. When not in the office, she enjoys spending time with her family, taking walks, and baking. After a productive day of work, Diana's favorite way to unwind is by playing with her two beloved dogs.

