Maxine organizes and leads the external and internal communication efforts for Stanford's Global Climate and Energy Project (GCEP), a key center within Precourt Institute for Energy (PIE). Reporting to the PIE Program and Outreach Manager, she manages programs that develop the interaction between GCEP investigators, sponsors and students. These include the Distinguished Lecturer series which facilitates the in-depth exchange of information between GCEP's leading researchers and members of the Sponsors’ R & D organization, and the Student Energy Lectures where GCEP-funded students develop their public speaking skills and learn to convey their technical research results to a broader audience. She also helps to coordinate the GCEP annual research symposium and is responsible for the GCEP Quarterly newsletter, and the project's marketing materials and media requests.

Maxine was the second employee hired at GCEP in 2003. Prior to joining the Project, she worked as freelance producer in the Graduate School of Business at Stanford University and was the Creative Services Director at KTVU-TV, Channel 2, in the San Francisco Bay Area. She graduated with an A.B. degree in mass communications from the University of California at Berkeley.