

Profile

Which Boards would you like to apply for?

Housing Authority: Submitted

Please select your first Board preference: *

Housing Authority

Please select your second Board preference: *

Commission for Women

Please select your third Board preference: *

Alliance Behavioral Healthcare

Please select your fourth Board preference: *

Human Services Board

Please select your fifth Board preference: *

Greater Raleigh Convention and Visitors Bureau

Please select your sixth Board preference: *

Capital Area Workforce Development Board

Michelle
First Name

J
Middle Initial

Edelen
Last Name

5720 Clarks Fork Drive
Street Address

Suite or Apt

Raleigh
City

NC
State

27616
Postal Code

What district do you live in?

None Selected

Mobile: (919) 889-2954
Primary Phone

Mobile: (919) 889-2954
Alternate Phone

michelleedelen@aol.com
Email Address

Department of Environmental
Quality
Employer

Sr. Manager, Compliance and
Planning
Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

Yes No

In order to assure countywide representation, please indicate your place of residence:

None Selected

Interests & Experiences

Why are you interested in serving on a Board or Commission?

As a native of Raleigh, NC, I've always found ways to serve my community. As a child through adulthood, I have found myself involved in service. I've served in various capacities and through many different organizations. I have seen housing change tremendously throughout the years. I remember the joy when my husband and I purchased our first home. We were so proud of our accomplishment. At the same time, I had many family and friends who have never been able to achieved the goal of home ownership. I never took for granted that we were very blessed to be able to purchase a home. Home ownership is well beyond having your name on a deed. It is taking ownership in whatever space you call home. I want to see others have the opportunity to call their space home. I want to see housing become more affordable and available to everyone. Housing is a major social determinant of health and it greatly impacts children's success in school. Simply put, I can help. I have the desire and the knowledge to be an asset to the Board.

Work Experience

My work experience expands both the public and private sectors. I have worked in banking, human services, transportation, environmental quality all in compliance leadership. My experience is very program/project management based with fiscal responsibility (\$3.5B), resource responsibility (600 staff) and program/project oversight (50+).

Volunteer Experience

Human Services Advisory Board - Guilford Technical Community College, Delta Sigma Theta Sorority; Habitat for Humanity; Note in a Pocket;

Education

BA Business - NCSU BA Economics - NCSU MBA - Meredith College Certificates - DISC, Youth Mental Health First Aid, Women's Entrepreneurial Leadership, Diversity, Equity & Inclusion, Life Coach, Vision Coach

Comments

I am very excited to serve on the Board and serve the people of Wake County. I look forward to having an opportunity to use my knowledge and skills to make a positive impact in my community.

[Michelle Edelen Professional Resume.doc](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Michelle J Edelen

Please upload a file

Demographics



Date of Birth

Gender *

Female

Ethnicity *

African American

Other

How did you become aware of Wake County volunteer opportunities?

County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

Michelle J. Edelen, MBA
5720 Clarks Fork Drive
Raleigh, North Carolina 27616
(919) 889-2954 / michelleedelen2015@gmail.com
<https://www.linkedin.com/in/michelleedelen>

OBJECTIVE

Adjunct faculty well equipped to adopt new material or policy to help students comprehend subject matter. Exceedingly prepared to instruct both large class sizes and smaller groups depending on enrollment demands. Outgoing personality with outstanding history of professional excellence and relationships with students and faculty.

EDUCATION

MASTER OF BUSINESS ADMINISTRATION

Meredith College, Raleigh, NC June 1992

BACHELOR OF ARTS

North Carolina State University, Raleigh, NC June 1989
Dual degrees in Business Management and Economics

CERTIFICATIONS

Youth Mental Health First Aid March 2023
DiSC Certified Practitioner July 2023

GRADUATE CERTIFICATES

Diversity, Equity and Inclusion in the Workplace June 2021
Strategic Leadership Studies October 2014

SUMMARY OF QUALIFICATIONS

- Project Management
- Leadership/Management Skills
- Effective Communications Skill (Verbal/Writing)
- Analytical & Research Skills
- Decision-Making & Problem-Solving Skills
- Innovative & Creative Solutions
- Process Improvement/Mapping
- Cultural Competency Training
- E & I Development and Implementation
- Strategic Planning
- Top-Notch Interpersonal Skills
- Organizational Skills
- Ethical and Emotionally Intelligent
- Proficient Microsoft Office Suite Skills

PROFESSIONAL EXPERIENCE

DEPARTMENT OF ENVIRONMENTAL QUALITY/PROGRAM MANAGEMENT September 2022 - present

Senior Manager, Compliance and Strategic Planning

- Develop overall Departmental compliance to administrative code, regulations, rules, statutes related to state and federal grants.

- Responsible for over \$3.5B for American Rescue Plan Act (ARPA) and various other federal grant and loan funds to be distributed to communities for infrastructure improvement projects.
- Manage departmental outcome and output measures to ensure complex issues related to compliance, grants and planning are monitored and exceeded.
- Partner with external key partners to build productive relationships by providing technical assistance, training and support interpreting state and federal guidance and regulations.
- Manage Compliance Unit, Grants Unit, and Planning Unit to include recruitment, hiring, retention, planning professional development, all while promoting diversity.
- Set performance goals and objectives that align with the mission and vision of the Department.
- Coach and mentor by providing constructive feedback to enhance knowledge and skills to aide staff advancement.
- Design community-based that promote environmental justice that have positive impact on distressed communities.

**DEPARTMENT OF TRANSPORTATION/DIVISION OF MOTOR VEHICLES
2020 - September 2022**

June

Director, Customer Compliance Services

- Directed a Section of eight distinct compliance Units with 150 analysts, medical doctors, managers, supervisors, program coordinators and various other staff.
- Managed an overall Section budget of \$8M holding expenses under variance threshold. Authored and presented written reports to Executive leadership, Boards, Legislators, and other stakeholders congruent with current and proposed legislation.
- Managed oversight for large, complex multi-phase IT projects that enhance the systems used for hearings and other day-to-day compliance functions required by North Carolina General Statutes and Administrative Code. These IT systems yielded 25% reduction in duplicative work functions and increased productivity of 20%.
- Developed state of the art quality assurance best practices, standards and measurements in order to comprehensively assess the quality of the programs and services provided.
- Proactively implement measures to:
 - o Reduce work backlog from over 1M transactions to less than 300,00 and maintain current business workload within one week.
 - o Improved work flow process and organizational structure issues which yielded a 12% increase in staff productivity.
 - o Reviewed and recommended budget requests for State and Federal funds, contracts and grants management.
 - o Motivated staff through coaching, mentoring and training to establish professional development goals.
- Strategic planning related to:
 - o Assessed needs, and determined objectives, impacts, and priorities for all compliance programmatic areas.
 - o Plan for fiscal resources, space utilization, and on-going operations to facilitate strategic excellence.
 - o Ensure the efficient and effective delivery of services in compliance with policies, procedures, and regulations.
- Managed, monitored, and reported on section budget to include equipment, space, staff, training and receipts funded activities that exceed \$8M.
- Developed an inclusive interview and hiring procedure which:
 - o Required a diverse interview panel within the Section.
 - o Increased diversity within the Section.
 - o Broadened the diversity, equity, and inclusion conversation within the Section.

- o Shifted the Section culture to one of better understanding of the need for diversity, equity, and inclusion.
- Managed oversight for all aspects of Administrative Hearings based on applicable North Carolina General Statutes and Administrative Code.
 - o This included working closely and collaboratively with the Administrative Office of the Courts, Office of Administrative Hearings, Department of Justice, and hearings staff in every state to ensure overall compliance.
 - o Research, interpret, and ensure the proper administration of all laws that govern the motoring public.
- Customer Compliance Services Section Accomplishments:
 - o Created, implemented and managed the Backlog Elimination Workgroup.
 - o Implemented strategy for on-time workload processes.
 - o Created and executed cross-training for the leadership team and staff.
 - o Established and facilitated quarterly retreats with legal counsel who interpret the law and support the Division.
 - o Completed legislative studies and accompanying reports related to hearings and liability insurance, respectively.

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
2020**

April 2014 - June

Program Director for Community Affairs

- Research federal, state and local regulations and develop strategic plans related to various projects and programs
- Identify challenges and solutions to monitor the effectiveness of state-wide programs
- Execute project/program management oversight for various strategic initiatives to include:
 - o Negotiation of contracts
 - o Solution-focused matrix team oversight
 - o Distribution of all resources to ensure overall project/program success
 - o Determine viability of programs and provide decision-making on the life-cycle of the program
- Advise and support Executive Leadership about the development and implementation of program/project strategies related to improve Workforce Development and various other strategic initiatives
- Forecast future system conditions and predict upcoming opportunities, threats and weaknesses
- Write reports on legislative and regulatory matters
- Facilitate and manage stakeholder feedback and expectations
- Facilitate business planning and strategy sessions
- Represent the Department as the Federal Workforce Development subject matter expert
- Represent the Department as the Culture, Diversity, Inclusion & Equity subject matter expert

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
2006 - April 2014**

July

Senior Manager, Communications and Training

- Oversaw Division Cultural and Linguistic Competency initiative to include:
 - o Monitor and control program cost

- o Assisting in authoring the Cultural and Linguistic Competency Action Plan and Recommendations
 - o Staffing the Cultural Competency Advisory Stakeholder Group
 - o Contracting with consultant group to assist with the action plan
 - o Managed the design and implementation of action plan recommendations
- Managed two (2) statewide strategic training programs to ensure all standards and budget requirements were met. The major focus of each was consumer and staff health, life and safety
 - o North Carolina Interventions Crisis Prevention training program
 - Managed curriculum redesign, pilot study and implementation which resulted in fewer restraints
 - o Medication Administration Training for Unlicensed Personnel
 - Facilitated training which reduced system-wide medication errors
- Managed professional and support staff to include staff evaluations, work plans, assigning and managing work load, creating improvement plans and reviewing/reporting metrics
- Ensured that all Division staff are made aware of required scheduled trainings with 95% accuracy
- Managed multiple public stakeholder marketing and internal training events
- Facilitated and developed an effective infrastructure for brain-storming, writing and disseminating Division communications strategies
- Oversaw coordination of curriculum review process
- Oversaw contract management to ensure that contract deliverables are being managed by professional staff with 100% accuracy
- Managed Division's web site life-cycle (to include: idea generation, concept development, design, user testing, technical implementation, maintenance etc.) which resulted in 30% increase in external views
- Wrote Division Strategic Communication Plan
- Staffed and managed the following committees
 - o Contracts and Memorandum of Agreement Management
 - o Cultural and Linguistic Competency Advisory Group
 - o External Training Partners Forum
 - o North Carolina Interventions Quality Assurance Committee

DEPARTMENT OF HEALTH AND HUMAN SERVICES, RALEIGH, NC

Office of Policy and Planning Planner

January 2003 - July 2006

- Provided strategic planning, support and technical assistance to executive-level leadership in the areas of planning, policy and rule coordination and performance management
- Project managed various special projects related to Departmental efficiencies and process improvements and mapping as assigned by the General Assembly, Fiscal Research and the Secretary of DHHS
- Provided research, evaluation, recommendations and written report for executive-level leadership based on a problem statement and general guidelines
- Prepared and presented to senior internal and external leadership written reports to validate all findings based on the data collected during interview, observation and research phases of projects

- Directly managed the following work projects and the reporting to executive-level management within the Department of Health and Human Services:
 - o Office of the Controller process flow analysis study
 - o Office of Procurement and Contracting Services total efficiency study
 - o Writing the 5-Year Strategic Plan for multiple State Divisions
 - o Eliminating Health Disparities Task Force coordinator
 - o Created *LeadershipDHHS* succession planning program

NORTEL NETWORKS/SOLECTRON, RESEARCH TRIANGLE PARK, NC

Asset Manager

December 1999 -

October 2001

- Managed a secure warehouse of “high-dollar” components and a 3rd party component warehouse
- Implemented and maintained strict inventory control of all division manufacturing inventories totaling \$200M+
- Managed Annual Physical Inventory (API) utilizing 100+ professional and direct labor staff
- Managed 5 exempt professional employees in varying inventory control functions

NORTEL NETWORKS, RESEARCH TRIANGLE PARK, NC

Product Marketing Brand Manager

January

1993 - December 1999

- Project managed the introduction, product launch and on-going support of the business telephones, data and speech recognition products
- Designed and managed all customer field trials, portfolio positioning, product changes, naming, packaging, pricing, technical marketing and technical training on products
- Identified areas of cost reductions for Nortel and its customer base ranging from 5% - 25%
- Managed large customer telecom accounts
- Supported the sales team with technical training, price negotiation and technical marketing
- Identified new customer opportunities in vertical markets

NORTEL NETWORKS, RESEARCH TRIANGLE PARK, NC

Manufacturing Manager

January 1991 - January 1993

- Managed an automated production line and administered salary rating plans for 40 - 80 direct labor employees
- Designed and implemented a comprehensive training program, including On-the-Job training and position rotation for 300+ direct labor employees
- Maintained 100% customer commitment for quality and on-time delivery while introducing 15 new specialty technology products

CENTRAL CAROLINA BANK

Bank Officer

July 1989 - July 1991

Various retail branch locations

- Managed loan portfolio to include distribution and collections
- Managed a teller line of 7 employees

- Managed and administered multiple bank retail products
- Assisted the branch manager with various administrative functions

Professional and Personal References Available Upon Request

Profile

Which Boards would you like to apply for?

Housing Authority: Submitted

Please select your first Board preference: *

Adult Care Home Community Advisory Committee

Please select your second Board preference: *

Alliance Behavioral Healthcare

Please select your third Board preference: *

Domestic Violence Fatality Review Team

Please select your fourth Board preference: *

Commission for Women

Please select your fifth Board preference: *

Housing Authority

Please select your sixth Board preference: *

Juvenile Crime Prevention Council

Bianca

First Name

Hodge

Middle Initial Last Name

402 Stonecreek Drive

Street Address

Suite or Apt

Apex

City

NC

State

27539

Postal Code

What district do you live in?

None Selected

Home: (919) 797-8051

Primary Phone

Business: (919) 307-9277

Alternate Phone

bianca.hodge@biplife.org

Email Address

Employer

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

Yes No

In order to assure countywide representation, please indicate your place of residence:

Apex

Interests & Experiences

Why are you interested in serving on a Board or Commission?

I am interested in serving on a board or commission because I am passionate about making a positive impact in my community. As a social worker, community activist, and leader, I have extensive experience in advocating for individuals with disabilities and mental health conditions. My community affiliations with the National Association of Social Workers, Leeding Toward Wellness Taskforce, and Southern Regional AHEC Leadership have equipped me with the skills and knowledge necessary to serve on a board or commission. I am committed to making a positive impact in my community and advocating for individuals with disabilities and mental health conditions.

Work Experience

My work as an ACT Housing Specialist at Easterseals UCP in Raleigh, NC, has given me the opportunity to utilize quantitative and qualitative data in consults with community agencies and families to maintain coordination in the treatment process. I have also conducted thorough community needs assessments to intimately gain an understanding of the needs of the community while building and establishing trusting relationships with stakeholders. My experience as a Resident Opportunity and Self-Sufficiency Specialist & Homeownership Coordinator at the Sanford Housing Authority in Sanford, NC, has given me the opportunity to create long-term community engagement techniques to determine the desired direction and location of the agency's community and housing development work. I have collaborated with City Council, non-profit organizations, internal and intergovernmental partners, developers, community members, and other stakeholders to implement effective solutions for affordable housing, workforce housing, and community connections.

Volunteer Experience

. As the Cofounder & Executive Director of BIP- Becoming Infinitely Phenomenal, a nonprofit that supports young adults and families facing mental health challenges, or experiencing emotional disturbance through mentorship, mental health awareness, skill building, and providing referrals and linkages to community agencies, I have developed and implemented data quality standards, policies, and procedures to ensure accurate and consistent data across the organization. I have also created, developed, and maintained test artifacts/documentation for data models, reports, dashboards, and data extracts

Education

My education and experience in business administration, accounting, case management, behavioral analysis, crisis intervention, motivational interviewing, curriculum development, HUD & fair housing regulation, community/program development, mental health advocacy, permanent supportive housing, staff cross-training

Comments

[resumeBianca_Hodge.docx](#)

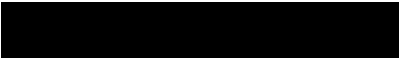
Upload a Resume



If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics



Date of Birth

Gender *

Female

Ethnicity *

Other

Other

How did you become aware of Wake County volunteer opportunities?

County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Bianca Hodge

BIANCA HODGE, BSW, QP

SOCIAL WORKER, COMMUNITY ACTIVIST & LEADER

P 919-797-8051

E Bianca.hodge@outlook.com

A Apex, North Carolina

W www.biplife.org

EXPERIENCE

Feb. 2022- Present

ACT Housing Specialist -Easterseals UCP - Raleigh, NC

Utilize quantitative and qualitative data in consults with community agencies and families to maintain coordination in the treatment process. Conduct thorough community needs assessments to intimately gain an understanding of the needs of the community while building and establishing trusting relationships with stakeholders. Identify barriers to treatment and assist individuals with arranging appointments or linking to treatment providers. Attend community, provider, stakeholder meetings as needed for member and/or as directed to support the needs of the health plan. Engage the member's community primary care physician (PCP) and other providers as appropriate so that they are actively engaged in the transition planning process prior to member's discharge

Nov. 2020 – Feb. 2022

Resident Opportunity and Self Sufficiency Specialist & Homeownership Coordinator- Sanford Housing Authority- Sanford NC

Create long-term community engagement techniques to determine desired direction and location of the agency's community and housing development work. Collaborate with City Council, non-profit organizations, internal and intergovernmental partners, developers, community members, and other stakeholders to implement effective solutions for affordable housing, workforce housing, and community connections. Overseeing daily operations; developing short- and long-term goals, improving processes, and developing programs and procedures. Develop Plans of Care derived from the completed assessments

Mar. 2019 – Nov. 2020

Resource Advocate-The Arc of North Carolina - Southern Pines, NC

Assist individuals connecting people to needed resources (community inclusion, benefits, housing etc.), helping people develop relationships, justify needed services and supports and advocating for their personal needs and desires. Providing direct supports to people with disabilities or special education. Develop Plans of Care derived from the completed assessments. Demonstrate commitment to whole person/integrated care

Jun. 2016 – Dec.2018

Customer Service Representative- Blue Cross Blue Shield - Durham, NC

In partnership with the Community Inclusion Manager, implement the agency affordable healthcare plan while increasing the capacity of the healthcare team and improving affordable healthcare options for low to moderate individuals. Demonstrate commitment to whole person/integrated care. Engage with Providers to identify barriers to service delivery at the member level and work toward individualized resolution with both the member and provider

EDUCATION

University of Denver

Sept. 2021- Nov. 2023

Master of Social Work

Fayetteville State University

Sept. 2010- May 2014

Bachelor of Social Work

KEY SKILLS

- BUSINESS
 - ADMINISTRATION
 - ACCOUNTING
 - CASE MANAGEMENT
 - BEHAVIORAL ANALYSIS
 - CRISIS INTERVENTION
 - MOTIVATIONAL
- INTERVIEWING
- CURRICULUM
- DEVELOPMENT
 - HUD & FAIR HOUSING
 - REGULATION
- COMMUNITY/PROGRAM
- DEVELOPMENT
 - MENTAL HEALTH
- ADVOCATE
 - PERMANENT SUPPORTIVE
- HOUSING
 - STAFF CROSS TRAINING

COMMUNITY AFFILIATIONS

- NATIONAL ASSOCIATION OF SOCIAL WORKERS
- LEEDING TOWARD WELLNESS TASKFORCE
- SOUTHERN REGIONAL AHEC

Oct. 2015 - July 2016

Data Collector- NC Values Coalition - Raleigh, NC

Skilled in budget development and management, monitoring and accounting controls, processing and managing contracts, policy development and application, effective personnel management, and development. Retrieve and review historical data to better-understand member's treatment history.

Jan 2015 to Jun 2016

Peer Support/ Intern - Community Counseling Services - Roxboro, NC

Provide supportive services under licensed clinical social worker. Employment support, Job coaching, permanent supportive housing, play therapy.

January 2013 to June 2015

Case Manager I- Cumberland Community Action Program - Fayetteville, NC

Evaluated needs of low income participants. Completed intake assessments. Developed and implemented Action Plans. Monitored participant's progress. Completed housing needs assessment. Established rapport with community resources. Provided career assessment and interview planning. Provided direct support to individuals in developing and achieving life skills and goals based on their strengths, needs and interest. Familiar with Community Block Grants.

LEADERSHIP

Mar. 2023 – Present

Cofounder & Executive Director-BIP- Becoming Infinitely Phenomenal- Raleigh, NC

BIP is a nonprofit that supports young adults and families facing mental health challenges, or experiencing emotional disturbance through mentorship, mental health awareness, skill building, and providing referrals and linkages to community agencies. Develop and implement data quality standards, policies, and procedures to ensure accurate and consistent data across the organization. Create, develop, and maintain test artifacts/documentation for data models, reports, dashboards and data extracts



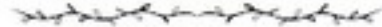
Becoming Infinitely Phenomenal

TRANSFORMING COMMUNITY TO FAMILY

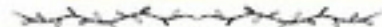
VISIT WWW.BIPLIFE.ORG FOR
MORE INFO!



MENTAL HEALTH IS JUST AS IMPORTANT AS PHYSICAL HEALTH. IT AFFECTS HOW WE THINK, FEEL, AND ACT. TAKING CARE OF OUR MENTAL HEALTH IS ESSENTIAL FOR OVERALL WELL-BEING. BIP WORKS WITH YOUNG ADULTS AND FAMILIES TO NORMALIZE CONVERSATIONS AROUND MENTAL HEALTH.



BIP MENTORS MODEL, ENCOURAGE AND PRACTICE SELF-CARE ON AND OFF THE CLOCK. OUR MENTORS TAKE TIME TO DO THINGS THAT THE MENTEE ENJOY, WHILE PROVIDING OPPORTUNITIES TO LEARN NEW SKILLS. PRIORITIZING SELF-CARE CAN HELP REDUCE STRESS AND IMPROVE MOOD.



IT IS ESSENTIAL TO CONNECT WITH OTHERS. HAVING A SUPPORT SYSTEM IS CRUCIAL FOR GOOD MENTAL HEALTH. WHEN ITS DIFFICULT TO REACH OUT TO FRIENDS OR FAMILY, BIP HAS QUALIFIED MENTAL HEALTH PROFESSIONAL WHEN YOU NEED TO TALK OR RECEIVE GUIDANCE OR REFERRALS



Profile

Which Boards would you like to apply for?

Housing Authority: Submitted

Please select your first Board preference: *

GoTriangle Citizen Advisory Committee

Please select your second Board preference: *

Open Space and Parks Advisory Committee

Please select your third Board preference: *

Capital Area Workforce Development Board

Please select your fourth Board preference: *

Centennial Authority

Please select your fifth Board preference: *

Durham and Wake Counties Research and Production Service District Advisory Committee

Please select your sixth Board preference: *

Housing Authority

Thomas
First Name

S
Middle Initial

McCallister
Last Name

6911 Middleboro Dr
Street Address

Suite or Apt

Raleigh
City

NC
State

27612
Postal Code

What district do you live in?

None Selected

Home: (336) 577-6171
Primary Phone

Home: (336) 279-6587
Alternate Phone

thomasmccallister@gmail.com
Email Address

Employer

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

Yes No

In order to assure countywide representation, please indicate your place of residence:

Raleigh

Interests & Experiences

Why are you interested in serving on a Board or Commission?

My name is Thomas McCallister, a recent graduate from the University of North Carolina Wilmington, where I majored in Political Science and History. I have a diverse background in public administration, international relations, and affordable housing policies. Through my studies and various experiences, I have developed a passion for public service and a deep interest in resolving socio-political issues. My motivation to serve on a board or commission is rooted in my desire to make a meaningful contribution to society and to help shape the policies and practices that affect our daily lives. I believe that my diverse academic background and work experiences have equipped me with the skills and insights necessary to make a significant contribution to the community. I have a keen interest in research, strategic planning, and community engagement.

Work Experience

In my role with the New Hanover County Planning & Land Use Department, I conducted data-driven research on affordable housing policies, developed an affordable housing dashboard, and created educational materials. This experience has honed my ability to interpret complex data, communicate findings effectively, and engage with various stakeholders - skills that are integral to making informed decisions on a board or commission. Additionally, as a Research Fellow for the Schnog Holocaust Research Fellowship, I undertook extensive research on Holocaust survivors in the Dominican Republic. This role strengthened my research and analytical skills, which I believe are important in serving on a board or commission, where understanding and assessing complex issues are often required. It also instilled in me a deep respect for the importance of historical context in policy making and community development.

Volunteer Experience

During the 2020 and 2022 elections, I worked effectively as part of a collaborative volunteer team to conceptualize, create, and distribute campaign materials for multiple local electoral candidates. This experience has given me a unique perspective on the importance of community engagement, and the role of policy in shaping the lives of individuals within the community. It has also taught me how to communicate effectively with a diverse group of stakeholders, a skill that is crucial when serving on a board or commission where clear communication is key to consensus-building and decision-making. I also helped coordinate and facilitate high-profile public appearances and political events, providing a robust platform for candidate engagement and policy discussion. These experiences honed my event planning and coordination skills, and taught me how to create environments conducive to open dialogue and productive conversation - skills that will be invaluable in organizing and participating in board or commission meetings. Moreover, volunteering on these campaigns allowed me to see firsthand the democratic process in action, highlighting the importance of transparency, accountability, and public participation in decision-making. This deepened my understanding of and respect for the principles of good governance, which I would uphold and advocate for as a board or commission member.

Education

I graduated from the University of North Carolina Wilmington with Bachelor's degrees in Political Science and History, two disciplines that offered me a comprehensive view of how governmental systems function, the importance of policy decisions, and how historical events shape our present and future. This, combined with my minors in Public Administration and International Relations, has equipped me with knowledge and perspectives essential to understanding, evaluating, and forming policies, a crucial aspect of serving on a board or commission. While studying, I was actively involved in a variety of extracurricular activities. As the President of the Model United Nations Association, I learned about diplomatic negotiations, policy formulation, and global governance, which I believe will enable me to appreciate diverse perspectives, negotiate effectively, and make well-informed decisions on a board or commission. My membership in Phi Alpha Theta and the Natural History Collections Curation Club allowed me to develop a rich understanding of historical events and their implications, enhancing my capacity to make contextually-informed decisions. Furthermore, my education was complemented by practical experience. As part of my curriculum, I undertook several research projects that developed my ability to examine and interpret complex information critically, a skill that will be invaluable when making informed decisions on a board or commission.

Comments

I am deeply committed to using my skills and experiences to make a positive impact on the community. In my view, serving on a board or commission is an excellent platform to do just that, enabling me to use my abilities in public administration, research, and community engagement to contribute to well-informed decision-making and policy development.

[Thomas McCallister -
Resume.docx](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics



Date of Birth

Gender *

Male

Ethnicity *

Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

County Website

Thomas S McCallister

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Thomas McCallister

6911 Middleboro Dr | Raleigh, NC 27612 | (336) 577- 6171
thomasmccallister@gmail.com

Motivated Political Science and History graduate with a broad knowledge base in public administration, international relations, and affordable housing policies. Committed to utilizing research skills and community engagement to address socio-political issues. Seeking to leverage my academic background, work experience, and passion for public service within a position where I can make a meaningful contribution and further my professional growth.

Education

B.A. Political Science - B.A. History

University of North Carolina Wilmington

08/2019 - 05/2023 Wilmington, North Carolina

Minors: Public Administration & International Relations

Extracurricular: Model United Nations Association (President), Phi Alpha Theta, Natural History Collections Curation Club

Work Experience

Planning and Land Use Intern

New Hanover County Planning & Land Use Department

01/2023 - 05/2023 Wilmington, North Carolina

- Conducted data-driven research on affordable housing policies and collaborated with various stakeholders to promote housing solutions in the county.
- Developed an affordable housing dashboard and related educational materials, employing outreach strategies to raise program awareness among residents.
- Gained proficiency in ArcGIS and AutoCAD, aiding in the visualization and planning of housing projects.
- Utilized Microsoft Suite and Adobe Creative Cloud extensively for efficient project management and the creation of visually appealing design materials.

Counter Sales Representative

Avis Budget Group

11/2021 - 12/2022 Wilmington, North Carolina

- Responsible for providing excellent customer service, completing rental agreements, and explaining the features of products to customers.
- Assisted customers with vehicle selection, processed payments, accepted reservations, and answered a high volume of incoming calls in a timely manner.

Research Fellow

Schnog Holocaust Research Fellowship

11/2021 - 07/2022 Wilmington, North Carolina

- Conducted extensive research with university faculty on the little-known history of Holocaust survivors in the Dominican Republic, uncovering stories of those who were able to find refuge during the World War II era.
 - Interviewed multiple individuals and synthesized data to produce a comprehensive report on the Dominican Republic's refugee policy and its impact on Jewish communities.
 - Presented findings at a local conference on Holocaust studies, which was attended by fellow researchers in the field.
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Volunteer Experience

Multiple State Legislative Campaign's

04/2020 - 11/2022 Wilmington, North Carolina

- During the 2020 and 2022 elections I worked effectively as part of a collaborative volunteer team to conceptualize, create, and distribute campaign materials for multiple local electoral candidates, significantly enhancing their visibility and outreach within the community.
 - Coordinated and facilitated high-profile public appearances and political events, thereby providing a robust platform for candidate engagement and policy discussion.
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Skills: ArcGIS, AutoCAD, Votebuilder, Minivan, Adobe Creative Suite, Qualtrics, Microsoft Suite, Proposal Writing, Research Experience, Community Engagement, Demographic Analyzation