

Profile

Which Boards would you like to apply for?

Juvenile Crime Prevention Council: Submitted

Please select your first Board preference: \*

☒ Fire Commission

Please select your second Board preference: \*

☒ WakeMed Hospital Board of Directors

Please select your third Board preference: \*

☒ Wake Technical Community College Board of Trustees

Please select your fourth Board preference: \*

☒ Juvenile Crime Prevention Council

Please select your fifth Board preference: \*

☒ Aircraft Noise Abatement Committee

Please select your sixth Board preference: \*

☒ Citizen's Energy Advisory Commission

SatishSGarimella

First NameMiddle InitialLast Name

207 Spencor Mill Rd

Street AddressSuite or Apt

MorrisvilleNC27560

CityStatePostal Code

What district do you live in?

☒ District 7

Mobile: (919) 699-1043

Primary PhoneHome: (919) 468-8220

Alternate Phone

garimella@gmail.com

Email Address

GSK

EmployerJob 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:**

☒ Morrisville

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## Interests & Experiences

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

First, it is a privilege to serve the people of Wake County . Community is important to me. Addressing the problems and needs of individual residents and their families inspires me, and I recognize the value and positives I contribute. As well, there is nothing better than the feeling of making a difference in people's lives . It is in that moment that you realize the importance of public service in cultivating and strengthening the bonds of community that are vital to Morrisville and Wake County residents. Second, my training, experience, and skills in engineering and executive leadership make me well-suited to service on the council. I have built strong relationships with both public and private sector leaders in Morrisville and beyond. These qualities help explain our success over the past seven years

## Work Experience

o 23 + years of experience of IT industry with proven track record of success that requires a wide range of skill set, roles and industry verticals experience. o 20+ Years of experience in Telecom sector and expertise in Trouble Ticketing and Trouble Management systems. o Experienced in a broad spectrum of IT support including trouble resolution, administration and monitoring IT platforms, analysis, design, troubleshooting, customizations and implementation of software applications including systems/networks/databases and Remedy applications.

## Volunteer Experience

Town Council , Morrisville HOA President of Breckenridge , 1140 homes from last 5 years  
Board of Directors at The Friends of the North Carolina Museum of Natural Sciences Wake  
County Fire Commission

## Education

BS in Electronics MS in Computer Science

## Comments

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Upload a Resume

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

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Please upload a file

Satish S Garimella

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## Demographics

Date of Birth

### Gender \*

☒ Male

### Ethnicity \*

☒ Asian

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## Other

### How did you become aware of Wake County volunteer opportunities?

☒ County Website

### If you selected "Other" above, how?

Please upload a file

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## 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](#).

Profile

Which Boards would you like to apply for?

Juvenile Crime Prevention Council: Submitted

Please select your first Board preference: \*

☒ Domestic Violence Fatality Review Team

Please select your second Board preference: \*

☒ Juvenile Crime Prevention Council

Please select your third Board preference: \*

☒ Library Commission

Please select your fourth Board preference: \*

☒ Adult Care Home Community Advisory Committee

Please select your fifth Board preference: \*

☒ Agricultural Advisory Board

Please select your sixth Board preference: \*

☒ Criminal Justice Partnership Advisory Board

Shagufta

First Name

F

Middle Initial

Hakeem

Last Name

108 Kellerhis Dr

Street Address

Suite or Apt

Apex

City

NC

State

27502

Postal Code

What district do you live in?

None Selected

Mobile: (919) 931-5089

Primary Phone

Mobile: (919) 931-5089

Alternate Phone

shaguftahakeem@pm.me

Email Address

None

Employer

None

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

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## Interests & Experiences

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

I have previously served in Boards and Commissions that focused on prevention and governmental services. Serving on the commissions above will give me an opportunity to apply my experience in different commissions.

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## Work Experience

I have 7+ years of experience in the nonprofit, higher education and administration space. This has involved fields such as law, criminal justice, international business and liberal arts.

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## Volunteer Experience

I have 7+ years of volunteer experience at the food bank and Board of Elections.

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## Education

I completed my Master's in Liberal Studies at Duke University.

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## Comments

[SFH\\_Revised\\_Resume.docx](#)

Upload a Resume

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

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Please upload a file

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## Demographics

Date of Birth

**Gender \***

☒ Female

Shagufta F Hakeem

**Ethnicity \***

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☒ Asian

---

**Other**

**How did you become aware of Wake County volunteer opportunities?**

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☒ County Website

**If you selected "Other" above, how?**

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Please upload a file

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**ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS**

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# Shagufta F. Hakeem, M.A.

919-931-5089 | shaguftahakeem@pm.me | linkedin.com/in/shaguftahakeem

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**CAREER SUMMARY:** Seven years of experience in the human services and public health industry with roles in grant management and nonprofit business operations.

## **EDUCATION**

Duke University (Durham, NC)

December 2015

**Master of Arts, Liberal Studies**

University of North Carolina at Charlotte (Charlotte, NC)

June 2013

**Bachelors of Science in Business Administration, International Business**

**Bachelors of Arts, Criminal Justice**

## WORK EXPERIENCE

### Temporary Solutions 2024

July 2024-December

#### FVPSA Program Coordinator II

- Reviewed grant applications and contracts for 60+ grantees to ensure grant funding is dispersed appropriately to the agency working for FVPSA
- Maintained correspondence and customer service standards for the agency by making calls, reviewing emails and responding to business requests

### Carolina Public Humanities September 2023

February 2023-

#### Business Services Coordinator

- Organized invoices and focused on accounts payable functions to increase continue education programming and communications, and grant projects
- Led executive staff meetings on social media strategy, Carolina K-12 projects, and board outreach to improve efficiency in communications and organizational goals by 15 percent

### Rethink Media 2022

January 2022-June

#### Senior Grants and Partnerships Associate

- Organized training for member groups and campaigns on media technologies, communications, professional support and public opinion and media analysis
- Implemented contracts and membership orientation for 10+ organizations receiving grant funds from private and public foundations for movement-related projects

### Governor's Crime Commission 2021-August 2021

April

#### VAWA Planner-Crime Victim Services

- Led technical assistance trainings for crime victim services to gather stakeholder information and recommend best practices to improve collaboration across small businesses and nonprofit organizations in anti-violence prevention programs
- Conducted data collection across community-based organizations and community stakeholders to recommend evidence-based practices after completing financial management training
- Managed a budget of \$2 million under the Governor's Crime Commission

### Kiran

December

2017-June 2020

#### Program Manager/Outreach Coordinator

- Improved organizational awareness by attending 20+ tabling events across North Carolina per year and engaged with community organizations focusing on gender, housing and criminal justice via conferences, summits and online events
- Completed **Canva Design School** and **W3C Schools** training and **Northwestern University Nonprofit Essentials certification** to communicate in written, verbal and multimedia platforms (Instagram, YouTube, Facebook, TikTok, email marketing and website) to culturally-specific communities across the South Asian



diaspora and NC region to create awareness about gender-based violence in K-12 communities, religious groups, governmental organizations and local media to increase fundraising and grant funding by 40 percent

- Facilitated 15+ trainings (technical assistance) across diverse audiences within and surrounding the South Asian and SWANA/MENA communities on topics related to intimate partner violence, teen dating violence (juvenile justice), hotline training and volunteer training
- Facilitated 15+ technical assistance trainings across diverse audiences within and surrounding the South Asian and SWANA/MENA communities on intimate partner and domestic violence, teen dating violence and juvenile justice hotline training and volunteer training

### **NC LiteracyCorps, SCALE**

August 2016

- July 2017

AmeriCorps Literacy Specialist

- Conducted data collection on 200 K-12 students to establish learning objectives and goals for academic improvement and implementing Brain Gain curriculum initiatives
- Organized and led seminars for 37 members and teachers on pursuing higher education, racial equity and newsletter communications

### **UNC Charlotte IT Service Desk**

April

2010-May 2013

Senior Technical Assistant

Provided end user support and B2B trainings for faculty, staff, alumni utilizing University applications by cultivating technical support for University applications, software and enterprise applications which led to improved outcomes

- Trained 10-15 team members on implementing end user support for technology, software, and networking projects
- Developed user guides for networking and software installation documentation to improve technical writing skills and contribute to CRM knowledge base
- Resolved 25+ Help Desk tickets within 24 to 48-hour time frame to improve communication and help desk skills to better serve faculty, students and alumni

## **VOLUNTEER EXPERIENCE**

### **Wake County Board of Elections, Precinct Official**

August

2016-Present

- Manage processing ballots, registering voters, researching databases and setting up polling precincts for county elections

### **Muslim American Public Affairs Council, Volunteer**

March 2024-

July 2024

- Managed projects with MAPAC members to improve event planning, organizational efficiency and implementing operational structures for communications, marketing and graphic design

## **ACCOMPLISHMENTS**

- Promoted to Program Manager in 2020 for improving victim services, fundraising and communication goals by 25 percent
- Promoted to Senior Technical Assistant for improving communications and increased responsibilities in identity management and account retention

Profile

Which Boards would you like to apply for?

Juvenile Crime Prevention Council: Submitted

Please select your first Board preference: \*

☒ Durham and Wake Counties Research and Production Service District Advisory Committee

Please select your second Board preference: \*

☒ United Arts Grants Panels

Please select your third Board preference: \*

☒ Juvenile Crime Prevention Council

Please select your fourth Board preference: \*

☒ Domestic Violence Fatality Review Team

Please select your fifth Board preference: \*

☒ Adult Care Home Community Advisory Committee

Please select your sixth Board preference: \*

☒ Nursing Home Community Advisory Committee

Nathaniel

First Name

C

Middle Initial

Drum

Last Name

4004 Grand Manor Court

Street Address

Apartment 305

Suite or Apt

Raleigh

City

NC

State

27612

Postal Code

What district do you live in?

None Selected

Home: (828) 234-4485

Primary Phone

Business: (919) 792-4712

Alternate Phone

nathaniel.drum@alumni.wfu.edu

Email Address

North Carolina Business Court

Employer

Judicial Law Clerk (Attorney)

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

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## Interests & Experiences

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

As a new resident of Raleigh, I want to serve on a city board or commission so that I can better make connections throughout the city while working to improve the life of my fellow citizens.

## Work Experience

Judicial Services Coordinator for the North Carolina Department of Public Safety  
Probation/Parole Officer for the North Carolina Department of Public Safety Judicial Law Clerk (Attorney) at the North Carolina Business Court

## Volunteer Experience

Wake County Teen Court Volunteer Presiding and Sentencing Judge American Associates for Justice (AAJ) Law School Regional Mock Trial Volunteer Judge American Mock Trial Association (AMTA) Invitational Volunteer Judge MockOn High School Mock Trial Competition Volunteer Judge North Carolina Bar Association Middle School Mock Trial Competition Volunteer Judge North Carolina Advocates for Justice High School Mock Trial Competition Site Coordinator Wake Forest University Summer Immersion Program Student Life Coordinator Wake Forest University School of Law Admissions & Financial Aid Student Liaison North Carolina Summer Appellate Seminar Participant

## Education

University of North Carolina at Chapel Hill, Bachelor of Arts in Political Science Wake Forest University School of Law, Juris Doctor

## Comments

[Professional Resume.pdf](#)

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

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## Demographics

Nathaniel C Drum

Date of Birth

**Gender \***

☒ Male

**Ethnicity \***

☒ Caucasian

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**Other**

**How did you become aware of Wake County volunteer opportunities?**

☒ Current Wake County Volunteer

**If you selected "Other" above, how?**

Please upload a file

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**ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS**

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# Nathaniel C. Drum

4004 Grand Manor Ct.; Apt. 305; Raleigh, NC 27612 || (828) 234-4485 || [nathaniel.drum@alumni.wfu.edu](mailto:nathaniel.drum@alumni.wfu.edu)

## Education

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### Wake Forest University School of Law

Juris Doctor (J.D.), May 2024

Winston-Salem, NC

GPA: 3.60 (Top 17%)

#### Honors and Awards:

- *Cum Laude* Academic Honors
- Order of the Barristers
- Pro Bono Honor Society
- Wake Forest University Summer Immersion Law Institute Honorarium Recipient
- Dean Suzanne Reynolds Award for the Highest Grade in Legal Research II; Pre-Trial Practice & Procedure; and Trade Secrets & Unfair Competition
- 2024 Cynthia Zeliff Trial Competition Champion
- 2023 Edwin Stanley Moot Court Top 16 Finalist
- 2023 Cynthia Zeliff Trial Competition Semi-Finalist

### University of North Carolina at Chapel Hill

Bachelor of Arts in Political Science, May 2018

Chapel Hill, NC

## Licenses

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### North Carolina State Bar

Licensed Attorney

State Bar No. 62898

Admission Date: 10/04/2024

### North Carolina Secretary of State

Notary Public

Notary No. 201821100064

Expiration Date: 04/14/2029

## Law School Leadership

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- Staff Editor for the *Wake Forest Law Review*
- Staff Editor for the *Wake Forest Journal of Business & Intellectual Property*
- Symposium Edition Editor for the *Harvard Journal of Law & Public Policy*
- Teaching Assistant for Contracts I
- National Trial Team Captain
- American Bar Association National Appellate Advocacy Competition Representative
- Expungements Clinic Coordinator for the Wake Forest Law Pro Bono Project
- First Generation Law Society Mentorship Chair

## Professional Experience

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### North Carolina Business Court

Judicial Law Clerk to the Honorable Mark A. Davis

Raleigh, NC

August 2024 – August 2026

- Reviewed the parties' briefs, conducted independent legal research, drafted bench memoranda, and drafted more than a dozen opinions and orders of significance for publication on Lexis and Westlaw
- Researched and conferenced with Judge Davis on multiple issues of first-impression under North Carolina commercial law, including issues involving: choice-of-law, subject-matter jurisdiction, joinder, fiduciary duty, shareholder rights, commercial tort claims, and attorneys' fees award calculations
- Responsible for overseeing the efficient administration of over two dozen complex commercial cases, including class-action disputes, direct and derivative shareholder suits, and administrative law appeals

### Restoring Integrity & Trust in Elections

The Fund for American Studies Summer Law Clerk

Washington, DC

June 2023 – July 2023

- Conducted legal research and historical analysis regarding voting rights during various periods of Constitutional change in order to identify areas for potential future litigation
- Drafted, critiqued, summarized, and edited court filings including Amicus briefs, Motions to Dismiss, and Motions for Summary Judgment in ongoing federal and state election litigation cases

### North Carolina Court of Appeals

Judicial Extern to the Honorable Hunter Murphy

Raleigh, NC

July 2022 – December 2022

- Drafted bench memoranda, court orders, and judicial opinions for complex criminal and civil cases
- Reviewed and analyzed appellate briefs and conducted legal research in order to prepare Judge Murphy for oral arguments and case conferences

**Truist Financial**

Charlotte, NC

Mecklenburg County Bar Diversity Law Clerk

June 2022 – July 2022

- Conducted legal research and drafted memoranda regarding class-action liability for electronic service outages and consumer data privacy following corporate mergers and acquisitions
- Compiled and analyzed new and amended state statutes regulating the collection, storage, use, and distribution of consumer data and private information

**Moore & Van Allen**

Charlotte, NC

Mecklenburg County Bar Diversity Law Clerk

May 2022 – June 2022

- Conducted research and drafted memoranda regarding various issues including contract interpretation, property rights, and evidentiary standards
- Accompanied attorneys to court proceedings and created summary reports regarding civil motions hearings, depositions, and contested bankruptcy hearings

**James, McElroy & Diehl**

Charlotte, NC

North Carolina State Bar Certified Paralegal

November 2020 – July 2021

- Wrote, reviewed, and edited complaints, answers, and motions relating to all family court matters including child support, child custody, spousal support, and equitable distribution
- Collaborated with attorneys to prepare for trials and motion hearings by writing issue synopses, creating evidence binders, and researching relevant case law and statutes

**North Carolina Department of Public Safety**

Gastonia, NC

Probation and Parole Officer

April 2020 – December 2020

- Appeared in court and presented case details to the court including steps taken to engage defendants in community activities and the impact of those initiatives on defendants' conduct
- Reviewed case files and met with defendants to make connections with city, county, and state resources and address identified criminogenic needs to reduce the risk of recidivism

**North Carolina Department of Public Safety**

Newton, NC

Judicial Services Coordinator

July 2019 – April 2020

- Interviewed and elicited information from convicted offenders regarding their contact information, demographics, employment, education, and criminal background
- Filed violations for non-compliance of court-ordered community service and appeared in District Criminal Court alongside the district attorney to testify as to the offender's violations

**The McIntosh Law Firm**

Davidson, NC

North Carolina State Bar Certified Paralegal

October 2018 – July 2019

- Drafted pleadings, estate planning documents, and correspondence with creditors and financial institutions relating to estate administration matters
- Assisted in client intake interviews, contacted clients with regular case updates, and answered questions regarding the estate administration and probate process

**Academic Publications**

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Wake Forest Law Review Current Issues Blog

March 2024

[\*North Carolina's Nesting Doll Dilemma: Attorneys Fees as a Sanction in Family Law Criminal Contempt Proceedings\*](#)**Community Service**

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Wake County Teen Court Volunteer Presiding and Sentencing Judge

American Associates for Justice (AAJ) Law School Regional Mock Trial Volunteer Judge

American Mock Trial Association (AMTA) Invitational Volunteer Judge

MockOn High School Mock Trial Competition Volunteer Judge

North Carolina Bar Association Middle School Mock Trial Competition Volunteer Judge

North Carolina Advocates for Justice High School Mock Trial Competition Site Coordinator

Wake Forest University Summer Immersion Program Student Life Coordinator

Wake Forest University School of Law Admissions &amp; Financial Aid Student Liaison

North Carolina Summer Appellate Seminar Participant

Profile

Which Boards would you like to apply for?

Juvenile Crime Prevention Council: Submitted

Please select your first Board preference: \*

☒ Wake County Steering Committee on Affordable Housing

Please select your second Board preference: \*

☒ Jury Commission

Please select your third Board preference: \*

☒ Housing Authority

Please select your fourth Board preference: \*

☒ Wake Technical Community College Board of Trustees

Please select your fifth Board preference: \*

☒ City of Raleigh Housing Appeals Board

Please select your sixth Board preference: \*

☒ Juvenile Crime Prevention Council

Utica

First Name

Cason

Last Name

Middle  
Initial

44 Coneflower Ct

Street Address

Suite or Apt

Clayton

City

NC

State

27520

Postal Code

What district do you live in?

☒ District 7

Home: (919) 413-1854

Primary Phone

Mobile: (919) 413-1854

Alternate Phone

uvcason@yahoo.com

Email Address

Yardi Systems Inc.

Employer

Team Lead

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

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## Interests & Experiences

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

I have a passion of serving my community. I love helping individuals in the community. I have prior experience serving on a nonprofit board and served prior on the Wake County JCPC board as at-large member. I have nonprofit, human services, and affordable housing experience.

## Work Experience

17 Yrs of experience with a Real Estate and Accounting Software Company 10 Yrs of Affordable Housing Experience with Raleigh Housing Authority and Property Management Companies 5 Yrs of Human Services Experience with Wake County Child Support Enforcement and Raleigh Housing Authority Over 15 years of Nonprofit Experience as CEO/Founder of SOAR Outreach and volunteering as a board member of volunteer with other nonprofit organizations

## Volunteer Experience

11 Years as CEO of a local nonprofit 1 year Executive Director of Job Readiness Organization 3.5 Yrs Experience as Assistant Director of Youth Re-Entry Program 1 Yr Experience as Adult Mentor for Step Up Ministries

## Education

Associate's Degree in Human/Family Services Bachelor's Degree in Human/Family Services

## Comments

[resume.docx](#)

Upload a Resume

[Utica Resume\\_1\\_.pdf](#)

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

Please upload a file

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## Demographics

Date of Birth

**Gender \***

☒ Female

**Ethnicity \***

☒ African American

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**Other**

**How did you become aware of Wake County volunteer opportunities?**

☒ County Website

**If you selected "Other" above, how?**

Please upload a file

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**ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS**

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# Utica Cason

2001 Tree Vista Lane, Apt 210, Raleigh, NC 27604 ☐ (919) 413-1854 ☐  
[uvcason@yahoo.com](mailto:uvcason@yahoo.com)

## ***Professional Experience***

### ***Yardi Systems, Inc., Raleigh, North Carolina***

#### ***PROJECT MANAGER 2008-PRESENT***

Provide customer/client service and in a call center environment with regards to technical support with software issues and assist clients with implementation of real estate and accounting software. It consists of setup, implementation, upgrades, and ongoing software support for live clients. Support different modules (core, residential, affordable, and maintenance)

### ***Reliant Monitoring Services, Cary, North Carolina***

#### ***DISPATCHER 2013-2019***

Dispatch and schedule installers to perform work order assignments for pretrial electronic/alcohol monitoring devices for local government and law enforcement agencies

## **Education**

SUNY-Empire State College, Saratoga Springs, NY

B.A., Family & Human Services 2002-2006

A. S., Family & Human Services 2001-2002

Wake Technical Community College, Raleigh, NC

Human Services Technology, 1999-2000

Medical Assistant, 1996-1998

GED, 1994

Certified Occupancy Specialist (COS)-NAHMA 2008

## **Additional Experience**

Nonprofit Management, Nonprofit/Business Consultant, Real Estate, Property Management, Microsoft Office 365, Internet Explorer, Outlook, Goggle Documents, Medic, CAM, I-CAM, ACCUCERT, Yardi Voyager, Yardi Classic, SQL, CRM, Tax Preparation

**Volunteer  
Experience**

***SOAR Outreach, Raleigh, NC***

***Founder/CEO 2014-present***

Establish administrative policies for the day-to-day operation of the nonprofit. Establish and maintain relationships with various organizations to enhance the organization's mission. Report to the Board of Directors to seek their involvement in policy decision and fundraising.

Supervise collaborate with the organization staff and volunteers. implement strategic planning and implementation. Oversee the organization board, marketing, and communication efforts. Review and approve contracts for services. Plan and oversee the annual budget.

***City of Raleigh Citizen Police Academy  
2018***

***City of Raleigh Summer Youth Employment  
Program***

Volunteer Interviewer, 2014-2017

***Neighbor 2 Neighbor,  
Jobs for Life Mentor, 2016***

***Wake Technical Community College  
Advisory Board, 2016***

***City of Raleigh Neighborhood College &  
Citizens Leadership Academy, 2013-2014***

***Justice Served NC, Inc., Raleigh, North***

***Carolina***

Assistant Director & Program Manager 2011-2013

***Step-Up Ministry, Life Skills Co-Partner, 2002***

# Utica Cason

• 44 Coneflower Ct, Clayton, NC 27520 • (919) 413-1854 • [uvcason@yahoo.com](mailto:uvcason@yahoo.com)

## CAREER OBJECTIVE

Custom driven, quality focused, self-motivated, and committed team player with demonstrated ability in Project Manager, Helpdesk Coordinator, Technical Account Manager, and Real Estate Property Manager. Proven ability to successfully analyse an organization's critical business needs, identify deficiencies and potential opportunities, and develop innovative and cost-effective solutions for enhancing competitiveness, increasing revenues, and improving customer service offerings. Detail-oriented professional with highly professional attitude, strong leadership, relationship-building skills, and ability to perform well in a team. Looking for an opportunity in a dynamic organization where my skills will be fully utilized.

- Technical Proficiencies: Non-profit Management, Non-profit/Business Consultant, Real Estate, Property Management, Microsoft Office 365, Internet Explorer, Outlook, Goggle Documents, Yardi Voyager, SQL, CRM, Credit Repair Cloud, Tax Preparation, Non-profit Foundation and Corporation Grants , and REsimpli
- Excellent project management skills, including managing profitable delivery of professional services
- Good problem solving and critical thinking, with good business acumen and a strong sense of value selling
- Strengths in problem solving, issue-resolution, ability to work in a deadline-driven work environment, attention to detail, and ability to multitask
- Good operational planning and time management skills; able to manage projects simultaneously without compromising on standards and quality. Strong customer orientation and a professional approach with the ability to interact with all levels within the organization.
- Ability to Develop and maintain contact with top decision makers at key clients; organize and lead pursuit teams; participate and lead aspects of the proposal development process; contribute to the development of proposal pricing strategies
- Capable of managing multiple projects with strong organizational skills with very close attention to detail and able to prioritize and multitask with ability to work with minimal supervision

## SKILLS, KNOWLEDGE AND ABILITIES

• IT Knowledge	• IT and Technical Skills	• Problem-Solving Skills	• Interpersonal Skills
• Non-Profit Management	• Team Working Skills	• Project Manager	• Attention to Detail
• Dispatcher	• Help Desk Support	• Hardware Installation	• Training Management
• Self-Motivated	• Teamwork / Leadership	• Operational Planning	• Property Manager
• Technical Manager	• Analytical Skills	• Troubleshooting	• Account Technical Manager
• Credit Repair	• Microsoft Office 365	• Google Suite	• Motivational Skills
• Technical Support	• Section 8	• LIHTC	• Affordable Housing

## PROFESSIONAL EXPERIENCE

**Mortgage Case Management Team Lead | Yardi Systems, Inc., Raleigh, North Carolina** 2022-present

- ❖ Responsible for managing direct reports, overseeing performance, addressing performance issues and holding team members accountable to all individual and company goals and expectations.
- ❖ Responsible for reviewing processes and working with other supervisors, teams and/or Sr. Management to ensure that best practices are identified and that processes are established with efficiency
- ❖ Responsible for supporting Sr. Management in rolling out of company initiatives and directives
- ❖ Responsible for managing, training and in some cases developing specialized training programs for portfolios if required
- ❖ Responsible for managing/overseeing the day-to-day activities of the case management staff, coaching and mentoring team members to ensure the highest levels of performance, and identifying and supporting team members in their professional development goals
- ❖ Provides resolution for client escalations
- ❖ Collaborates with Call Center leadership to ensure processes and communication is cohesive.
- ❖ Helps identify key performance indicators (KPIs) to determine areas of improvement to help increase revenues, as necessary.

**Real Estate Agent | FAB Realty Group, Fayetteville, North Carolina** April 2024 – October 2024

- ❖ Generated high-quality leads through outreach, networking, and CRM tools to boost property sales pipeline.
- ❖ Conducted comparative market analysis to establish competitive prices and educate clients on local housing trends.
- ❖ Presented property features during showings to prospective buyers, highlighting amenities and investment potential.
- ❖ Drafted and reviewed real estate contracts, and legal documents ensuring regulatory compliance and accuracy.
- ❖ Mediated negotiations between sellers, buyers, securing favorable contract terms and finalizing successful transactions.
- ❖ Promoted listings via social media marketing, online platforms, and open house events to maximize property visibility.
- ❖ Provided mortgage guidance and financing insights to clients, facilitating informed purchasing decisions and approvals.
- ❖ Collaborated with inspectors, appraisers, and attorneys to streamline closing process and prevent transaction delays.

**Rent Relief Case Auditor and Case Supervisor | Yardi Systems, Inc., Raleigh, North Carolina** 2021-2022

- ❖ Process and review rent assistance applications from tenants and landlords.
- ❖ Audit applications for potential fraud
- ❖ Gather, complete and review required documentation
- ❖ Communicate with applicants and landlords on needs requirements and general questions by email or phone calls
- ❖ Identify missing information from assistance program applications
- ❖ Audit cases assigned by Case Auditor to completeness for approval for assistance
- ❖ Train case auditors on the auditing workflow
- ❖ Provides resolution for client escalations
- ❖ Develop team project plans and timelines
- ❖ Leading regularly scheduled meetings with the case auditors
- ❖ Composed and executed an on-boarding new employee program

**Project manager | Yardi Systems, Inc., Raleigh, North Carolina** 2019-2021

- ❖ Cultivate cohesive relationships to ensure prompt, effective project completion and collaborated with multiple organizations.
- ❖ Provide overall direction and guidance to project teams at various locations throughout the country
- ❖ Develop concise project plans and timelines for deliverables by defining the project scope and relevant objectives.
- ❖ Effectively complete projects by identifying and partnering with key internal and external stakeholders.
- ❖ Ensure the timely completion of complex processes by leading regularly scheduled meetings with the project team.

- ❖ Develop and managing profitable projects. Immediately reporting major problems with possible solutions for resolution.
- ❖ Develop job production reports and tracking productions daily/weekly.
- ❖ Composed and executed an on-boarding new employee program
- ❖ Identified the appropriate resources needed for new and existing projects and develop project schedules.

<b>Helpdesk Coordinator</b>	<b>2017-2019</b>
<ul style="list-style-type: none"><li>❖ Provided remote and on-site troubleshooting for software support</li><li>❖ Provided advanced Customer Service and Support</li><li>❖ Communicated with high profile customers in a professional and courteous manner</li><li>❖ Gathered customer’s information and determine the issue by elevating and analysing symptoms</li><li>❖ Followed standard process and procedures</li><li>❖ Resolved user problems independently or in conjunction with other Help Desk staff.</li><li>❖ Responsible for Help Desk ticket response and resolution time</li><li>❖ Fulfilled ticket requests, completing the transaction, and forwarding the requests</li></ul>	

<b>Technical Account Manager</b>	<b>2010-2017</b>
<ul style="list-style-type: none"><li>❖ Provide technical support and assist with problem management tickets for customers providing guidance on the best approach.</li><li>❖ Capture new product requirements and provide detailed feedback to the product team.</li><li>❖ Maintain regular communication with the client and ensure all inquiries are being resolved satisfactorily and timely.</li><li>❖ Managed the technical relationship with the client with the following responsibilities</li><li>❖ Understand client needs, business requirements, and priorities. Proactively owning and driving client implementations</li><li>❖ Assists the product manager with analysis and prioritization of product defects and enhancement requests for scheduling to future software releases. Participates in functionality testing of new software features</li><li>❖ Established strong relationships across all employee levels at various clients, ranging from administrative to senior.</li><li>❖ Oversee all client communications relating to the technical engagement</li><li>❖ Follow up with key account business partners on work performed to measure level of customer satisfaction.</li></ul>	

<b>Leasing Agent   Drucker &amp; Falk Property, Raleigh, North Carolina</b>	<b>2009 – 2010</b>
<ul style="list-style-type: none"><li>❖ Facilitated lease-up initiatives by showcasing available units and converting prospects into long-term tenants.</li><li>❖ Managed tenant relations by responding to service inquiries, conflict resolution, and promoting resident retention.</li><li>❖ Executed comprehensive leasing procedures including application screening, background checks, and lease execution.</li><li>❖ Developed property marketing campaigns using digital platforms, and advertising to attract qualified applicants.</li><li>❖ Processed rental applications and maintained compliance with Fair Housing Act regulations throughout leasing cycle.</li><li>❖ Collected security deposits, issued receipts, and ensured accuracy in rental payment records and financial systems.</li><li>❖ Coordinated move-in logistics, and welcome orientation to streamline new resident onboarding experience.</li><li>❖ Organized leasing files, re-certification documents, and maintenance records to ensure operational readiness and audits.</li></ul>	

<b>Affordable Technical Account Manager</b>	<b>2008-2010</b>
<ul style="list-style-type: none"><li>❖ Provided customer/client service with regards to technical support with software issues and assist clients with implementation of real estate and accounting software. Consisted of setup, implementation, upgrades, and ongoing software support for live clients. Assisted with client and company projects</li><li>❖ Supported different modules (core, residential, affordable, and maintenance)</li><li>❖ Composed and executed an on-boarding new employee program</li><li>❖ Responsible for development of management plans, assembled project teams, and assign responsibilities.</li></ul>	

<b>DISPATCHER   Reliant Monitoring Services, Cary, North Carolina</b>	<b>2013-2019</b>
<ul style="list-style-type: none"><li>❖ Dispatched and scheduled installers to perform work order assignments for pre-trial electronic/alcohol monitoring devices for local government and law enforcement agencies</li><li>❖ Communicated timely and effectively with (installers) to ensure a high level of service.</li></ul>	

MORE EXPERIENCE

<b>Property Manager   United Property Management, Raleigh, North Carolina</b>	<b>2007 – 2008</b>
<b>Property Manager   Excel Property Management, Raleigh, North Carolina</b>	<b>2003 – 2007</b>
<b>Office Assistant IV  Raleigh Housing Authority, Raleigh, North Carolina</b>	<b>2000 – 2003</b>

VOLUNTEER EXPRIENCE

<b>SOAR Outreach, Raleigh, NC, Founder/CEO</b>	<b>2014-present</b>
<ul style="list-style-type: none"><li>❖ Establish administrative policies for the day-to-day operation of the non-profit and Implement strategic planning and implementation. Establish and maintain relationships with various organizations to enhance the organization’s mission. Report to the Board of Directors to seek their involvement in policy decision and fundraising. Supervise collaborate with the organization staff and volunteers. Oversee the organization board, marketing, and communication efforts. Review and approve contracts for services. Review and submit grant proposal for funding. Plan and oversee the annual budget.</li><li>❖ City of Raleigh Citizen Police Academy 2018</li><li>❖ City of Raleigh Summer Youth Employment Program Volunteer Interviewer, 2014-2017</li><li>❖ Neighbor 2 Neighbor, Jobs for Life Mentor, 2016</li><li>❖ Wake Technical Community College, Advisory Board, 2016</li><li>❖ City of Raleigh Neighbourhood College &amp; Citizens Leadership Academy, 2013-2014</li><li>❖ Justice Served NC, Board Member, Program Manager, and Assistant Director 2011-2013</li><li>❖ Step-Up Ministry, Life Skills Co-Partner, 2002</li><li>❖ At-Large Board Member, Wake County Juvenile Crime Prevention Council Nov 2019-present</li><li>❖ Advisory Board Member, Activate Good 2020-present</li></ul>	

EDUCATION

- SUNY-Empire State College, Saratoga Springs, NY
- B.S., Family & Human Services 2002-2006
- A.S., Family & Human Services 2001-2002
- Wake Technical Community College, Raleigh, NC
- Human Services Technology, 1999-2000
- Medical Assistant, 1996-1998
- Certified Occupancy Specialist (COS)-NAHMA 2008
- NC Real Estate License 2023

Profile

Which Boards would you like to apply for?

Juvenile Crime Prevention Council: Submitted

Please select your first Board preference: \*

☒ Human Services Board

Please select your second Board preference: \*

☒ Capital Area Workforce Development Board

Please select your third Board preference: \*

☒ Juvenile Crime Prevention Council

Please select your fourth Board preference: \*

☒ Open Space and Parks Advisory Committee

Please select your fifth Board preference: \*

☒ United Arts Grants Panels

Please select your sixth Board preference: \*

☒ Yates Mill Park Advisory Board

Christina

First Name

Fedak

Last Name

Middle  
Initial

2816 Egert Drive

Street Address

Suite or Apt

Haw River

City

NC

State

27285

Postal Code

What district do you live in?

None Selected

Home: (336) 202-1717

Primary Phone

Home: (336) 202-1717

Alternate Phone

threefedaks@gmail.com

Email Address

UNC Health

Employer

HCS Application System  
Analyst

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?

I am interested in helping serve our state and local community through participating in local boards.

Work Experience

See attached resume

Volunteer Experience

Youth Basketball Coach at Harvest Baptist Church 2023-2025 Samaritan’s Purse Holiday volunteer at processing center 2024

Education

See attached resume

Comments

Thank you for the opportunity to apply. I look forward to discussing my career experience and interest in serving as a board member to improve our state and local communities.

[Christi2025Resume.pdf](#)  
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

Christina Fedak

**Ethnicity \***

---

☒ Caucasian

---

**Other**

**How did you become aware of Wake County volunteer opportunities?**

---

☒ County Website

**If you selected "Other" above, how?**

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Please upload a file

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**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](#).


# CHRISTINA FEDAK

HCS Application System Analyst

CF

## CONTACT

 336 - 202 - 1717

 2816 Egert Drive,  
Haw River, NC

 [threefedaks@gmail.com](mailto:threefedaks@gmail.com)

## EXPERTISE

- **Multi-tasking**
- **Teamwork**
- **Problem Solving**
- **Adaptability**

## EDUCATION

**Cardiovascular Technology**  
Bachelor of Science  
University of South Carolina  
2003 – 2006

**Invasive Cardiovascular Technology**  
Certificate  
Sentara College of Health Professions  
2005 – 2006

**Nuclear Medicine Technology**  
Certificate  
University of North Carolina- Hospital  
2009 – 2010

## PROFILE

HCS Application System Analyst for Epic EHR Software specializing in Radiant and Cupid. 3-years of experience in successfully leading multiple projects for the Radiant team. Large focus on collaboration with multiple application teams to ensure Epic Radiant optimizations integrate with organizational requests and needs.

## EXPERIENCE

**HCS APPLICATION SYSTEM ANALYST**  
UNC HEALTHCARE

*2022 to current*

Provide support throughout the UNC Healthcare organization for Radiant end users at 17 Hospitals and over 600 Radiology departments through end user education, ticket resolution, department optimization requests, and Epic upgrade enhancements. Focused areas of customer service include reporting, dashboards, radiology charges and billing, supplies and supply integration with 3<sup>rd</sup> party systems, Interventional Radiology workflows and tools, patient movement, and SER record maintenance. Consistently work in a team atmosphere with positive and detailed communication to complete all test and build tasks by required project deadlines. Successfully lead multiple projects for the Epic Radiant team over the last 3 years including the opening of the following across different entities: surgical hospital, Radiant outpatient department, ED, and patient care tower. Other projects include hospital merger, Advanced Home Care, Epic integration with Infor, E-Consent Go-Live, and multiple Epic Nex10 projects.

**REGIONAL TEAM LEAD- CASE INVESTIGATOR**  
MEDICAL EDGE RECRUITING

*2020 to 2022*

Work collaboratively with Community Care of North Carolina and multiple local health departments in North Carolina to help contact COVID-19 patients in an effort to educate case patients about isolation recommendations, gather symptom information, and obtain leads for potential contacts to help slow the spread of COVID-19. Leadership duties include to mentor and train a team of over 50 Case Investigators for 11 counties in the region while providing daily leadership and guidance. Assist team members with daily support for technology issues, promote a positive team environment, monitor team members productivity, provide weekly reports on the call data for the team, monitor and report outbreaks, update policies and procedures, and help organize and supervise team projects. Other positions held include working as a lab coordination and outbreak investigation specialist on the state's Cluster Outbreak and Response team to further investigate COVID-19 outbreaks and clusters within the state.

## SKILLS

### LEADERSHIP



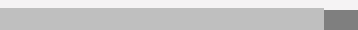
### PROJECT MANAGEMENT



### SOFTWARE PROFICIENCY



### CUSTOMER SERVICE



## INTERESTS

- Family
- Travel
- Volunteering
- Sports

## CERTIFICATIONS

### ARRT (RT) (N)

American Registry of Radiologic Technologists

2010 – current

### CNMT

Nuclear Medicine Technology Certification Board

2010 – current

### NMTCB (CT)

Nuclear Medicine Technology Certification Board (CT)

2014 – current

### Epic

Radiant

2022 – current

### Epic

Cupid

2022 – current

## EXPERIENCE (continued)

### PATIENT SERVICE REPRESENTATIVE

ZOLL MEDICAL CORPORATION

2019- 2022

Educate patients and medical staff on the function and necessary steps to operate the ZOLL LifeVest. Track all incoming and outgoing inventory. Complete and submit necessary paperwork following patient appointments to ZOLL Medical Corporation. Schedule and travel to patient appointments as scheduled with patient at their home or at the hospital. Multi-task multiple patients and appointments within a day as needed including traveling to multiple sites per day.

### PET/CT TECHNOLOGIST

ALLIANCE HEALTHCARE SERVICES

2019 to 2020

Perform all daily quality assurance on PET/CT camera and in the Nuclear Medicine hot lab. Maintain daily records for patient care and quality assurance. Assist patients with their PET/CT scan including ensuring the patient is properly prepped, completing all required paperwork, starting patient's IV, injecting the patient with the proper radiopharmaceutical and dose, scanning the patient, and processing the patient's images. Efficient patient care and multi-tasking are essential as the schedule is fast paced with this company. Travel between sites is a daily occurrence as this is a mobile unit, and travel can occur between multiple sites a day as needed.

### NUCLEAR MEDICINE TECHNOLOGIST

ALVARADO HOSPITAL

2013 to 2018

Perform a variety of diagnostic and therapeutic nuclear medicine procedures per department protocol. Complete required quality control for the gamma cameras and the nuclear medicine hot lab. Compose the Nuclear Medicine department's protocol and procedure manual to provide guidance and promote department compliance for all nuclear medicine employees.

## REFERENCES

*Carla Weiler*

**General Manager**

843-318-1903

*Karen Hassen*

**Nuclear Medicine  
Technologist**

304 - 993 - 2026

Profile

Which Boards would you like to apply for?

Juvenile Crime Prevention Council: Submitted

Please select your first Board preference: \*

☒ Domestic Violence Fatality Review Team

Please select your second Board preference: \*

☒ Juvenile Crime Prevention Council

Please select your third Board preference: \*

☒ WakeMed Hospital Board of Directors

Please select your fourth Board preference: \*

☒ Wake Technical Community College Board of Trustees

Please select your fifth Board preference: \*

☒ Jury Commission

Please select your sixth Board preference: \*

☒ City of Raleigh Housing Appeals Board

NathanielCDrum

First NameMiddle InitialLast Name

4004 Grand Manor CourtApartment 305

Street AddressSuite or Apt

RaleighNC27612

CityStatePostal Code

What district do you live in?

None Selected

Home: (828) 234-4485Business: (919) 792-4712

Primary PhoneAlternate Phone

nathaniel.drum@alumni.wfu.edu

Email Address

North Carolina Business CourtJudicial Law Clerk (Attorney)

EmployerJob 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

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## Interests & Experiences

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

As a new resident of Raleigh, I want to serve on a city board or commission so that I can better make connections throughout the city while working to improve the life of my fellow citizens.

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## Work Experience

Judicial Services Coordinator for the North Carolina Department of Public Safety  
Probation/Parole Officer for the North Carolina Department of Public Safety Judicial Law Clerk (Attorney) at the North Carolina Business Court

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## Volunteer Experience

Wake County Teen Court Volunteer Presiding and Sentencing Judge American Associates for Justice (AAJ) Law School Regional Mock Trial Volunteer Judge American Mock Trial Association (AMTA) Invitational Volunteer Judge MockOn High School Mock Trial Competition Volunteer Judge North Carolina Bar Association Middle School Mock Trial Competition Volunteer Judge North Carolina Advocates for Justice High School Mock Trial Competition Site Coordinator Wake Forest University Summer Immersion Program Student Life Coordinator Wake Forest University School of Law Admissions & Financial Aid Student Liaison North Carolina Summer Appellate Seminar Participant

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## Education

University of North Carolina at Chapel Hill, Bachelor of Arts in Political Science Wake Forest University School of Law, Juris Doctor

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## Comments

[Professional Resume.pdf](#)

Upload a Resume

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

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Please upload a file

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## Demographics

Nathaniel C Drum

Date of Birth

**Gender \***

☒ Male

**Ethnicity \***

☒ Caucasian

---

**Other**

**How did you become aware of Wake County volunteer opportunities?**

☒ Current Wake County Volunteer

**If you selected "Other" above, how?**

Please upload a file

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**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](#).

# Nathaniel C. Drum

4004 Grand Manor Ct.; Apt. 305; Raleigh, NC 27612 || (828) 234-4485 || nathaniel.drum@alumni.wfu.edu

## Education

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### Wake Forest University School of Law

Juris Doctor (J.D.), May 2024

Winston-Salem, NC

GPA: 3.60 (Top 17%)

#### Honors and Awards:

- *Cum Laude* Academic Honors
- Order of the Barristers
- Pro Bono Honor Society
- Wake Forest University Summer Immersion Law Institute Honorarium Recipient
- Dean Suzanne Reynolds Award for the Highest Grade in Legal Research II; Pre-Trial Practice & Procedure; and Trade Secrets & Unfair Competition
- 2024 Cynthia Zeliff Trial Competition Champion
- 2023 Edwin Stanley Moot Court Top 16 Finalist
- 2023 Cynthia Zeliff Trial Competition Semi-Finalist

### University of North Carolina at Chapel Hill

Bachelor of Arts in Political Science, May 2018

Chapel Hill, NC

## Licenses

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### North Carolina State Bar

Licensed Attorney

State Bar No. 62898

Admission Date: 10/04/2024

### North Carolina Secretary of State

Notary Public

Notary No. 201821100064

Expiration Date: 04/14/2029

## Law School Leadership

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- Staff Editor for the *Wake Forest Law Review*
- Staff Editor for the *Wake Forest Journal of Business & Intellectual Property*
- Symposium Edition Editor for the *Harvard Journal of Law & Public Policy*
- Teaching Assistant for Contracts I
- National Trial Team Captain
- American Bar Association National Appellate Advocacy Competition Representative
- Expungements Clinic Coordinator for the Wake Forest Law Pro Bono Project
- First Generation Law Society Mentorship Chair

## Professional Experience

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### North Carolina Business Court

Judicial Law Clerk to the Honorable Mark A. Davis

Raleigh, NC

August 2024 – August 2026

- Reviewed the parties' briefs, conducted independent legal research, drafted bench memoranda, and drafted more than a dozen opinions and orders of significance for publication on Lexis and Westlaw
- Researched and conferenced with Judge Davis on multiple issues of first-impression under North Carolina commercial law, including issues involving: choice-of-law, subject-matter jurisdiction, joinder, fiduciary duty, shareholder rights, commercial tort claims, and attorneys' fees award calculations
- Responsible for overseeing the efficient administration of over two dozen complex commercial cases, including class-action disputes, direct and derivative shareholder suits, and administrative law appeals

### Restoring Integrity & Trust in Elections

The Fund for American Studies Summer Law Clerk

Washington, DC

June 2023 – July 2023

- Conducted legal research and historical analysis regarding voting rights during various periods of Constitutional change in order to identify areas for potential future litigation
- Drafted, critiqued, summarized, and edited court filings including Amicus briefs, Motions to Dismiss, and Motions for Summary Judgment in ongoing federal and state election litigation cases

### North Carolina Court of Appeals

Judicial Extern to the Honorable Hunter Murphy

Raleigh, NC

July 2022 – December 2022

- Drafted bench memoranda, court orders, and judicial opinions for complex criminal and civil cases
- Reviewed and analyzed appellate briefs and conducted legal research in order to prepare Judge Murphy for oral arguments and case conferences



**Truist Financial**

Charlotte, NC

Mecklenburg County Bar Diversity Law Clerk

June 2022 – July 2022

- Conducted legal research and drafted memoranda regarding class-action liability for electronic service outages and consumer data privacy following corporate mergers and acquisitions
- Compiled and analyzed new and amended state statutes regulating the collection, storage, use, and distribution of consumer data and private information

**Moore & Van Allen**

Charlotte, NC

Mecklenburg County Bar Diversity Law Clerk

May 2022 – June 2022

- Conducted research and drafted memoranda regarding various issues including contract interpretation, property rights, and evidentiary standards
- Accompanied attorneys to court proceedings and created summary reports regarding civil motions hearings, depositions, and contested bankruptcy hearings

**James, McElroy & Diehl**

Charlotte, NC

North Carolina State Bar Certified Paralegal

November 2020 – July 2021

- Wrote, reviewed, and edited complaints, answers, and motions relating to all family court matters including child support, child custody, spousal support, and equitable distribution
- Collaborated with attorneys to prepare for trials and motion hearings by writing issue synopses, creating evidence binders, and researching relevant case law and statutes

**North Carolina Department of Public Safety**

Gastonia, NC

Probation and Parole Officer

April 2020 – December 2020

- Appeared in court and presented case details to the court including steps taken to engage defendants in community activities and the impact of those initiatives on defendants' conduct
- Reviewed case files and met with defendants to make connections with city, county, and state resources and address identified criminogenic needs to reduce the risk of recidivism

**North Carolina Department of Public Safety**

Newton, NC

Judicial Services Coordinator

July 2019 – April 2020

- Interviewed and elicited information from convicted offenders regarding their contact information, demographics, employment, education, and criminal background
- Filed violations for non-compliance of court-ordered community service and appeared in District Criminal Court alongside the district attorney to testify as to the offender's violations

**The McIntosh Law Firm**

Davidson, NC

North Carolina State Bar Certified Paralegal

October 2018 – July 2019

- Drafted pleadings, estate planning documents, and correspondence with creditors and financial institutions relating to estate administration matters
- Assisted in client intake interviews, contacted clients with regular case updates, and answered questions regarding the estate administration and probate process

**Academic Publications**

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Wake Forest Law Review Current Issues Blog

March 2024

[\*North Carolina's Nesting Doll Dilemma: Attorneys Fees as a Sanction in Family Law Criminal Contempt Proceedings\*](#)**Community Service**

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Wake County Teen Court Volunteer Presiding and Sentencing Judge

American Associates for Justice (AAJ) Law School Regional Mock Trial Volunteer Judge

American Mock Trial Association (AMTA) Invitational Volunteer Judge

MockOn High School Mock Trial Competition Volunteer Judge

North Carolina Bar Association Middle School Mock Trial Competition Volunteer Judge

North Carolina Advocates for Justice High School Mock Trial Competition Site Coordinator

Wake Forest University Summer Immersion Program Student Life Coordinator

Wake Forest University School of Law Admissions &amp; Financial Aid Student Liaison

North Carolina Summer Appellate Seminar Participant

Profile

Which Boards would you like to apply for?

Juvenile Crime Prevention Council: Submitted

Please select your first Board preference: \*

☒ Juvenile Crime Prevention Council

Please select your second Board preference: \*

☒ Criminal Justice Partnership Advisory Board

Please select your third Board preference: \*

☒ Wake Technical Community College Board of Trustees

Please select your fourth Board preference: \*

☒ Jury Commission

Please select your fifth Board preference: \*

☒ None Selected

Please select your sixth Board preference: \*

☒ None Selected

Joseph		Hoft
First Name	Middle Initial	Last Name

247 Aster Bloom Ln		
Street Address	Suite or Apt	
Raleigh	NC	27610
City	State	Postal Code

What district do you live in?

None Selected

Home: (941) 467-6475	Home: (239) 745-9590
Primary Phone	Alternate Phone

joeyhft1@msn.com	
Email Address	

East Carolina University	Assistant Professor of Criminal Justice and Criminology
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

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## Interests & Experiences

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

I've been involved in research and work related to juvenile crime since 2019 both within and outside of my academic career, including teaching multiple courses on juvenile delinquency and volunteering for at-risk youth programs. I've also provided media commentary on juvenile crime policies in Roanoke and Lynchburg, VA when I lived in the area. Although I currently work as a criminal justice professor at ECU, I reside in Raleigh, and am interested in serving on the council to be involved in my community and contribute. Although the Juvenile Crime Prevention Council is my first choice, the other preferences include criminal justice- or higher education-related, all of which I'm experienced in some way and am confident I can contribute.

## Work Experience

1. Assistant Professor of Criminal Justice and Criminology, East Carolina University, 2024-present 2. Assistant Professor of Criminology, University of Lynchburg, 2022-2024 3. Graduate Teaching Assistant, University of Florida, 2018-2022 4. Student Trainee, DOJ US Attorney's Office, 2015-2019

## Volunteer Experience

1. Blue Ridge Regional Jail Authority Faculty Consultant, Prisoner Reentry Program, Lynchburg, VA, 2022-2024 2. Stop Now and Plan Juvenile Prevention Program Facilitator, Gainesville, FL 2019-2022

## Education

1. PhD in Criminology & Law, University of Florida, 2022 2. MS in Criminal Justice, Florida Gulf Coast University, 2018 3. MPA in Public Administration, Florida Gulf Coast University, 2018 4. BS in Criminal Justice & Forensic Studies, Florida Gulf Coast University, 2016

## Comments

Media Appearances: 1. "Roanoke expands youth curfew to prevent gun violence, despite tepid public response," Roanoke Rambler, June 6, 2023. <https://www.roanokerambler.com/roanoke-expands-youth-curfew-to-prevent-gun-violence-despite-tepid-public-response/> 2. "A youth curfew in Lynchburg? Leaders agree on action, yet questions remain," News & Advance, May 21, 2023. [https://newsadvance.com/news/local/a-youth-curfew-in-lynchburg-leaders-agree-on-action-yet-questions-remain/article\\_68f06a9c-f583-11ed-89a6-a70dc5453f75.html](https://newsadvance.com/news/local/a-youth-curfew-in-lynchburg-leaders-agree-on-action-yet-questions-remain/article_68f06a9c-f583-11ed-89a6-a70dc5453f75.html)

[Resume\\_4.1.25.pdf](#)

Upload a Resume

[Hoft.J\\_CV\\_2024-2025.pdf](#)

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

Please upload a file

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## Demographics

Date of Birth

### Gender \*

☒ Male

### Ethnicity \*

☒ Caucasian

---

## Other

### How did you become aware of Wake County volunteer opportunities?

☒ County Website

### If you selected "Other" above, how?

Please upload a file

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## 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](#).

Joseph Hoft

# JOSEPH HOFT

JoeyHoft1@msn.com | (941) 467-6475

## EDUCATION

- 
- |   |      |
|---|------|
| <b>University of Florida</b> , Gainesville, FL 32605        | 2022 |
| ▪ Ph.D., Criminology and Law                                |      |
| <b>Florida Gulf Coast University</b> , Fort Myers, FL 33965 | 2018 |
| ▪ M.P.A., Public Administration                             |      |
| ▪ M.S., Criminal Justice                                    |      |
| <b>Florida Gulf Coast University</b> , Fort Myers, FL 33965 | 2016 |
| ▪ B.S., Criminal Justice and Forensic Science               |      |

## WORK EXPERIENCE

- 
- |   |                       |
|---|-----------------------|
| <b>Assistant Professor of Criminal Justice and Criminology</b><br><i>East Carolina University, Greenville, NC 27858</i>       | Aug. 2024 – Present   |
| • Conduct research projects and teach a variety of criminology courses.   |                       |
| <b>Assistant Professor of Criminology</b><br><i>University of Lynchburg, Lynchburg, VA 24501</i>                              | Aug. 2022 – Aug. 2024 |
| • Conduct research projects and teach a variety of criminology courses.   |                       |
| <b>Graduate Teaching Assistant</b><br><i>University of Florida, Gainesville, FL 32609</i>                                     | Aug. 2018 – Aug. 2022 |
| • Conduct research projects and teach a variety of criminology courses.   |                       |
| <b>Student Trainee, GS-0399-04</b><br><i>Department of Justice U.S. Attorney's Office, Fort Myers, Orlando, and Ocala, FL</i> | Mar. 2015 – Aug. 2019 |
| ▪ Case preparation, trial observation, maintaining criminal and civil reports.  |                       |
| ▪ Confidential security clearance.  |                       |

## VOLUNTEER EXPERIENCE

- 
- |   |           |
|---|-----------|
| • <b>Blue Ridge Regional Jail Authority Faculty Consultant</b><br>○ Prisoner Reentry Program, Lynchburg, VA | 2022-2024 |
| • <b>Stop Now and Plan Juvenile Prevention Program Facilitator</b><br>○ Gainesville, FL 2019-2022           | 2019-2022 |

## MEDIA APPEARANCES

- 
- |   |
|---|
| • "Roanoke expands youth curfew to prevent gun violence, despite tepid public response"<br>○ Roanoke Rambler, June 6, 2023. |
| • "A youth curfew in Lynchburg? Leaders agree on action, yet questions remain,"<br>○ News & Advance, May 21, 2023.          |

# Joseph Hoft

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Curriculum Vitae  
Updated 4/1/2025

East Carolina University  
Department of Criminal Justice and Criminology  
242 Rivers Building  
Greenville, NC 27858

Email: hoftj24@ecu.edu  
Phone: 252.737.2415

## EDUCATION

- |      |  |
|------|--|
| 2022 | Ph.D., Criminology & Law<br>University of Florida, Gainesville, FL                         |
| 2018 | M.S., Criminal Justice<br>Florida Gulf Coast University, Fort Myers, FL                    |
| 2018 | M.P.A., Public Administration<br>Florida Gulf Coast University, Fort Myers, FL             |
| 2016 | B.S., Criminal Justice & Forensic Studies<br>Florida Gulf Coast University, Fort Myers, FL |

## PROFESSIONAL EXPERIENCE

- |              |  |
|--------------|--|
| 2024-present | Assistant Professor<br>East Carolina University Department of Criminal Justice & Criminology |
| 2022-2024    | Assistant Professor<br>University of Lynchburg Department of Criminology                     |
| 2015-2019    | Student Trainee<br>DOJ US Attorney's Office, Fort Myers, Orlando, & Ocala, FL                |

## PUBLICATIONS

(\*denotes undergraduate student)

### Manuscripts in Submission

**Hoft, J.** A Comparative analysis of police and public perceptions of prisons and alternatives.  
*Policing: An International Journal.*

**Hoft, J. & Hoft, B.** Parenting behind bars: Enhancing mother-child bonds through incarceration programs. *Women & Criminal Justice.*

### Peer-Reviewed Publications

Gomes, H. S., Farrington, D. P., Krohn, M. D., Cunha, A., Jurdi, J., Sousa, B., Morgado, D., **Hoft, J.**, Hartsell, E., Kassem, L., & Maia, A. (2024). The impact of modes of administration on self-reports of offending: Evidence from a methodological experiment with university students. *Journal of Experimental Criminology*, 20, 207-227. <https://doi.org/10.1007/s11292-022-09531-z>.

**Hoft, J.** (2023). The illusion of supremacy: A theory of indifference. *Criminology, Criminal Justice, Law & Society*, 24(3), 1-10. <https://doi.org/10.54555/CCJLS.8495.90807>.

### Encyclopedia Entries

**Hoft, J.** & Cochrane, J.\* (2023). Homicide (domestic): Theory. In T. K. Shackelford (Ed.), *Encyclopedia of domestic violence* (pp. 1-5). Springer.

Cochrane, J.\* & **Hoft, J.** (2023). Male aggression: Violent crime. In T. K. Shackelford (Ed.), *Encyclopedia of Sexual Psychology and Behavior* (pp. 1-5). Springer.

**Hoft, J.** (2021). Forensic science. In J. C. Barnes & D. R. Forde (Eds.), *Encyclopedia of research methods in criminology and criminal justice* (pp. 9-11). Wiley-Blackwell.

**Hoft, J.** (2021). Anonymity and confidentiality. In J. C. Barnes & D. R. Forde (Eds.), *Encyclopedia of research methods in criminology and criminal justice* (pp. 41-43). Wiley-Blackwell.

### Manuscripts in Preparation

**Hoft, J.**, Levett, L., & Lane, J. Framing the innocent: The role of prospect theory in plea deal acceptance among the wrongfully accused.

**Hoft, J.**, & Perin, C. The price of guilt: A corporate plea market theory.

### GRANTS

(\*denotes graduate student, \*\*denotes undergraduate student)

### External

*Unfunded*

2024

**Hoft, J.** (PI) & Hartsell, E. (Co-PI). Using an experimental paradigm to examine public perceptions of treatment courts. American Psychology-Law Society Grants-in-Aid for Early Career Professionals.  
Amount: \$5,000

### Internal

*Funded*

## Joseph Hoft

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- 2023      **Hoft, J.** (PI) & Hoft, B.\* (Co-PI). Mental health issues, child attachment, and the role of parenting classes for incarcerated mothers. University of Lynchburg Faculty Development Grant.  
Amount: \$1,250
- 2023      **Hoft, J.** (PI) & Talomie, P.\*\* Effective pedagogy: Assessing student learning in the flipped classroom versus traditional lecture. University of Lynchburg Innovative Teaching Grant.  
Amount: \$1,000

### PROFESSIONAL PRESENTATIONS

(\*denotes graduate student, \*\*denotes undergraduate student)

- 2024      **Hoft, J.** Exploring discrepancies between police and public perceptions of prison effectiveness, cost-effectiveness, and alternative sanctions.  
Southern Criminal Justice Association, Greenville, SC
- 2023      **Hoft, J.** & Hoft, B.\* Mental health issues, child attachment, and the role of parenting classes for incarcerated mothers.  
American Society of Criminology, Philadelphia, PA
- 2023      **Hoft, J.** & Compton, A.\*\* The influence of victims on judicial reasoning in sentencing departures.  
American Society of Criminology, Philadelphia, PA
- 2022      **Hoft, J.** Extending the Shadow Model: A practical inclusion of risk behavior.  
Southern Criminal Justice Association, Asheville, NC
- 2022      **Hoft, J.** The plea agreement and sentencing departure consequences of federal pretrial detention.  
American Psychology-Law Society, Denver, CO
- 2021      **Hoft, J.** Mode effects on self-reports of drug use: Evidence from two methodological experiments.  
American Society of Criminology, Chicago, IL
- 2021      **Hoft, J.** Framing effects on the innocent in pretrial detention.  
Southern Criminal Justice Association, Daytona Beach, FL
- 2020      **Hoft, J.** Effects of mode administration on self-report offending and drug use.  
American Society of Criminology, Washington, DC  
(Canceled due to COVID-19)
- 2019      **Hoft, J.** Drug charges and sentencing departure.  
Southern Criminal Justice Association, Nashville, TN



2019      **Hoft, J.** Incarceration in Florida: A comparative survey.  
Academy of Criminal Justice Sciences, Baltimore, MD

## TEACHING EXPERIENCE

(\*denotes online asynchronous; \*\*denotes online synchronous; \*\*\*denotes hybrid)

### Graduate Courses Taught

*East Carolina University*  
Criminal Justice and Terrorism      Fall 2025\*

### Undergraduate Courses Taught

*East Carolina University*  
Homeland Security      Summer 2025\*  
Transnational and Global Crime      Summer 2025\*, Fall 2024\*  
Introductory Statistics for CJ      Spring 2025

*University of Lynchburg*  
Juvenile Delinquency      Summer 2024\*, Spring 2024, Fall 2023, Summer 2023\*, Spring 2023, Fall 2022  
Comparative Criminology      Summer 2024  
Criminal Justice Process      Spring 2024, Fall 2023  
Internship Coordinator      Spring 2024, Summer 2023  
Cybercrime      Spring 2024, Fall 2022  
Senior Research Capstone      Winter 2024\*, Spring 2024, Fall 2023, Spring 2023, Winter 2023  
Comparative Criminal Justice      Fall 2023, Spring 2023  
Research Methods      Fall 2023, Fall 2022  
Quantitative Methodology      Spring 2023, Fall 2022

*University of Florida*  
Adv. Prin. of Criminal Justice      Spring 2022, Spring 2021\*\*\*, Summer 2020\*\*  
Special Topics: Courts      Fall 2021, Fall 2020\*\*

### Undergraduate Courses Assisted

*University of Florida*  
Juvenile Justice      Summer 2022\*  
Careers in Criminal Justice      Spring 2020  
Research Methods in Criminology      Fall 2019  
Adv. Prin. of Criminal Justice      Spring 2019\*, Fall 2018

*Florida Gulf Coast University*

Alternatives to Incarceration      Fall 2017\*  
Meth. in Criminal Justice Research      Summer 2017\*

## **AWARDS AND RECOGNITIONS**

2022      Research Highlight, University of Lynchburg Research Center  
2022      Graduate Student Teaching Award  
            Amount: \$500  
2021      College of Liberal Arts and Science Travel Award, University of Florida  
            Amount: \$300  
2021      Outstanding Service to Department, University of Florida Criminology Syndicate  
2019      Teaching Asst of the Year, University of Florida Crim & Law Honor Society

## **FELLOWSHIPS**

2020      Grinter Fellowship, University of Florida  
            Amount: \$2,000  
2019      Grinter Fellowship, University of Florida  
            Amount: \$2,000  
2018      Grinter Fellowship, University of Florida  
            Amount: \$2,000

## **LEGAL CONSULTING**

2025      State v. Wendall E. Jones  
            Case. No. CT030792X, Circuit Court for Prince George's County, MD  
            Nature of Case: Post-conviction jury bias review  
            Retained by: Defense

## **SERVICE**

### **To the Profession**

#### *Ad Hoc Reviewer*

Policing: An International Journal (2024)  
Criminal Justice Policy Review (2021)

#### *Conference Proposal Reviewer*

American Psychological Association (2022)  
American Psychology-Law Society (2022, 2021, 2018)

#### *Poster Judge*

Florida Society of the Social Sciences (2019)

### **To the Department**

## Joseph Hoft

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2025-2026	Faculty Advisor, Mock Trial Association, East Carolina University
2024-2025	Member, CJ Instructor Hiring Committee, East Carolina University
2024-2025	Member, Undergraduate Program Committee, East Carolina University
2024-2025	Member, CJ Curriculum Committee, East Carolina University
2022-2024	Faculty Leader, Criminology Study Abroad Program, University of Lynchburg
2022-2024	Faculty Advisor, APS Criminology Honor Society, University of Lynchburg
2023-2024	Member, TT Asst. Prof. hiring committee, University of Lynchburg
2023-2024	Member, Schewel Student-Faculty Research Committee, University of Lynchburg
2023-2024	Vice Chair, Student Life Policies Committee, University of Lynchburg
2023	Panel speaker, Summer Transition Program, University of Lynchburg
2022	Job Market Panelist, University of Florida Dep. of Soc. and Crim. & Law Amount: \$250
2021-2022	Program Coordinator, University of Florida Criminology Syndicate
2020-2021	President, University of Florida Criminology Syndicate
2019-2020	Treasurer, University of Florida Criminology Syndicate
2018-2019	Member, University of Florida Criminology Syndicate

### To the Community

2022-2024	UL Thrive Collaborative Faculty Consultant, Blue Ridge Regional Jail Authority
2019-2022	SNAP® Prevention Program Group Facilitator, Gainesville, FL

### UNDERGRADUATE HONORS THESIS COMMITTEES

2024	Iris Moseley, University of Lynchburg (Chair)
2024	Steven Ulrichs, University of Lynchburg (Chair)
2023	Sydni Spradlin, University of Lynchburg (Member)
2023	Jessica Cochrane, University of Lynchburg (Member)

### MEDIA APPEARANCES

2023	“Roanoke expands youth curfew to prevent gun violence, despite tepid public response,” <i>Roanoke Rambler</i> , June 6.
2023	“A youth curfew in Lynchburg? Leaders agree on action, yet questions remain,” <i>News &amp; Advance</i> , May 21.