

Profile

Which Boards would you like to apply for?

Wake County Water Partnership: Submitted

Please select your first Board preference: *

Historic Preservation Commission

Please select your second Board preference: *

Yates Mill Park Advisory Board

Please select your third Board preference: *

Library Commission

Please select your fourth Board preference: *

Water Partnership

Please select your fifth Board preference: *

Board of Adjustment

Please select your sixth Board preference: *

City of Raleigh Board of Adjustment

Byron

First Name

Rush-Frazelle

Last Name

Middle Initial

409 N. East Street

Street Address

Suite or Apt

Raleigh

City

NC

State

27604

Postal Code

What district do you live in?

None Selected

Home: (910) 330-5153

Primary Phone

Home: (910) 330-5153

Alternate Phone

sbfrazelle@gmail.com

Email Address

NC Administrative Office of the Courts

Employer

Judicial Fellow

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 wife and I have settled in Raleigh and now that we just got married, we are looking to become more involved in the greater Raleigh area. We both are local government people, I work for the State and my wife works for the City of Raleigh, and we are just looking to get on the ground and do more for our community. Little decisions make a big difference in the daily lives of people, and I would like to join a commission or board in order to make the City and County a better place.

Work Experience

Before I went to law school I had varied experience, primarily working as a copyeditor for a science journal, but also working part-time for the Carrboro Parks and Rec Department, where I helped out with parades, events, and mostly youth sports as a referee and an umpire. I also worked with Theatre Delta and traveled to many colleges and high schools to spread awareness of underage drinking and bystander intervention. In law school, I focused my experiences in local government: While interning with a policy organization, I researched intensively managed retreat and a local government ordinance passed to assist homeowners facing rising seawaters; I interned with the Town of Cary, and worked on several local issues there; and I worked briefly in transactional law both in and after law school, where I learned more about affordable housing transactions and local government's role in those transactions (and also that I do not belong in a transactional private practice). As a Judicial Fellow, I assist trial judges throughout North Carolina on research questions and resolving litigation disputes, and my work in this role has been lauded by many of the judges I have served.

Volunteer Experience

Besides my paid work with the Town of Carrboro as a referee/umpire and with Theatre Delta as an educator, I have volunteered briefly with the Land Loss Prevention Project and worked to develop a memo for local farmers on LLC formation. In law school, I volunteered as the president of Student Legal Services, and provided undergraduate students with legal information to help them make decisions on disciplinary or minor legal issues they would be facing.

Education

UNC-Chapel Hill, BA in Dramatic Arts and Political Science '16; William & Mary Law School, '22

Comments

[S. Byron Frazlle - 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

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

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

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S. BYRON FRAZELLE

✉ sbfrazelle@gmail.com | ☎ (910) 330-5153 | 🏠 Raleigh, NC

EXPERIENCE

Administrative Office of the Courts, Raleigh, North Carolina
Judicial Fellow July 2023 to Present
Routinely assist Superior and District Court judges on quick-turnaround legal questions through research support and drafting orders. Helped resolve discovery disputes through conducting intensive analysis of documents submitted for *in camera* review, including thousands of emails and attorney time records. Supported administration of three-judge panels, including briefing judges ahead of status conferences, calendaring hearings, and drafting orders. Developed primer on § 1-267.1 transfers. Developed and currently administering a monthly Fellowship newsletter sent to all judges and court officials in North Carolina.

Land Loss Prevention Project, Durham, North Carolina
Volunteer March 2023 to July 2023
Provided research support for a project on the benefits of organizing an LLC for farmers and landowners.

Ellinger & Carr, Raleigh, North Carolina
Associate May 2022 to March 2023
Developed template loan documents for first-time homebuyer programs for municipalities and non-profit housing organizations. Supported lender's counsel for municipal lenders, including drafting loan documents and reviewing and gathering due diligence materials.

Summer Associate & Clerk May 2021 to August 2021
Assisted in review of multiple e-discovery materials and prepared memoranda on North Carolina discovery and privilege law to support ongoing contract dispute.

National Agricultural Law Center, Fayetteville, Arkansas
Research Fellow May 2021 to December 2021
Researched and authored legal bulletin for farmers explaining business formation, including benefits of incorporation.

Town of Cary, Cary, North Carolina
Extern January 2021 to May 2021
Prepared formal memoranda on municipal property law, including municipal leases and dedication law in North Carolina.

Wetlands Watch, Norfolk, Virginia
Legal Intern May 2020 to August 2020
Authored a white paper examining coastal conservation easement valuation issues from a landowner perspective. Developed reports on "rolling" easement legislation and examples throughout the country. Created a guide on open space preservation options for local governments.

William and Mary Law School, Williamsburg, Virginia
Research Assistant June 2020 to July 2020
Developed reports that collated and reviewed tort reform legislation from the 116th Congressional session.

EDUCATION

William & Mary Law School
J.D. May 2022

UNC-Chapel Hill
B.A. May 2016

BAR ADMISSION

North Carolina 2022
Bar ID: 59771

HONORS & AWARDS

William & Mary Law Moot Court

William & Mary Environmental Law and Policy Review

Best Student Note – William & Mary Environmental Law and Policy Review

Student Fellow at William & Mary Center for the Study of Law and Markets

PUBLICATIONS

Alternative Solutions for Government Intervention in Climate Crisis Markets: Price Gouging and the Pandemic Egg Market Case Study, 46 Wm. & Mary Envtl. L. & Pol'y Rev. 283 (2021)

INTERESTS

Philosophy blog (*Turning 30 with Aristotle*); running; Shakespeare's histories; National Women's Soccer League

Profile

Which Boards would you like to apply for?

Wake County Water Partnership: Submitted

Please select your first Board preference: *

Human Services Board

Please select your second Board preference: *

Board of Adjustment

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: *

Wake County Water Partnership

Please select your sixth Board preference: *

None Selected

Roshan

First Name

Shoukat

Last Name

Middle Initial

733 Grace Hodge Dr

Street Address

Suite or Apt

Cary

City

NC

State

27519

Postal Code

What district do you live in?

None Selected

Home: (919) 717-0447

Primary Phone

Home: (919) 717-0447

Alternate Phone

roshan.shoukat@icloud.com

Email Address

Black & White Coffee Roasters

Employer

Barista

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:

Cary

Interests & Experiences

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

I'm interested in serving on a Board or Commission because I want to be involved in the kind of work that genuinely impacts people's lives. I've had experiences in different leadership roles where I've seen firsthand how meaningful decisions and policies can change things for the better. I want to be part of a group that listens to the community and works towards practical solutions in areas that really matter and I'm glad I was able to find an opportunity like this to share my interests and make Wake County a better place.

Work Experience

Wake County Board of Elections - Election Assistant Black & White Coffee (RDU Airport) - Barista

Volunteer Experience

Wake County Public Libraries - Teen Leadership Corps NC DHHS - Problem Gambling Advocate (Student Perspective) Dorcas Ministries - Cashier/Bagging Green Hope High School Media Center - General Volunteer

Education

Green Hope High School - HS Diploma

Comments

[nga_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

Demographics

Date of Birth

Roshan Shoukat

Gender *

Male

Ethnicity *

Asian

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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ABOUT ME

Dedicated and accountable student with a background in public affairs, seeking an internship at NGA. Specialties include threat assessment, crisis management, and teamwork.

Qualifications

- Certified in Premiere Pro, Photoshop, and Illustrator by Adobe
- Awarded 5th place in North Carolina for Advertising Design at SkillsUSA

Core Skills

- Honest
- Adaptable
- Respectful
- Proactive

EXPERIENCE

Student, Federal Bureau of Investigation (FBI) Teen Academy

July 2024 - Present

- Selected by the Charlotte Field Office from teenagers across North Carolina and South Carolina to participate in a highly competitive week-long program shadowing FBI Special Agents, Support Agents, and staff.
- Instructed on and executed self defense, anti-sextortion, anti-terrorism, and criminal investigative tactics (gathering evidence, interviewing witnesses, analyzing case studies).
- Worked in a team to identify potential problems and provide unique resolutions for closed FBI cases with guidance from intelligence analysts, language specialists, and other professional staff.
- Currently serve as a peer mentor for students at Green Hope High School, a resource against criminals.

Job Shadow, Town of Cary PIO (Public Information Officer)

May 2024 - Present

- Shadowed the Public Information Officer of my Town for three months, assisting citizens at public information sessions and creating content for the Town's social media accounts.
- Participated in the Town's Emergency Operations Center for the annual Lazy Daze Arts and Crafts Festival which was a gathering of thousands of people and over 250 artists from across the country. Monitored social media accounts for any crises not reported through official channels and sent reminders to citizens during the festival ensuring that they were aware of hydration, safety, and recycling centers.
- Submitted an extensive blueprint for a potential Town of Cary PIO internship detailing internship objectives, how the student and the Town will benefit from the internship, and potential hurdles for the creation of program.

Officer of the Day, Black Falcons Cybersecurity Team

April 2022 - Present

- Competed in three seasons of the Air Force Association's CyberPatriot competition as a networking specialist, solving security challenges related to the configuration of network topologies and computer networks.
- Worked in a highly competitive and ambitious team to win the title of first place in North Carolina while focusing on Cisco Packet Tracer, Ubuntu, and Debian.
- Currently lead the user interface team of my school's first ever emergency communications app created after the 2024 Apalachee High School mass shooting to ensure that teachers at my school are armed with a mobile panic button.
- As Officer of the Day (permanent board position), maintained attendance records and lead communications.

Social Media Manager, Varsity Baseball at Green Hope

February 2023 - Present

- Posted live in-game recordings of hits and runs, team hangouts, and player statistics.
- Operated in a fast-paced, detail-oriented environment under scrutiny from multiple stakeholders, including coaches, fans, players, and school administrators.
- Grew the X (Twitter) account by 11% YoY and the Instagram account by 12% YoY.
- Reached over 2200 unique accounts on X (Twitter) and over 3000 unique accounts on Instagram in the Spring 2024 season.
- Managed sponsorships and fundraisers with organizations such as Chipotle Mexican Grill, Panera Bread, and Howdy Homemade Ice Cream.
- Nominated by school officials to create and lead the new Varsity Basketball social media team in the Winter 2024 season.

Profile

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Please select your first Board preference: *

Water Partnership

Please select your second Board preference: *

None Selected

Please select your third Board preference: *

None Selected

Please select your fourth Board preference: *

None Selected

Please select your fifth Board preference: *

None Selected

Please select your sixth Board preference: *

None Selected

Rachel

First Name

Jones

Last Name

Middle Initial

128 S. Main St

Street Address

Suite or Apt

Holly Springs

City

NC

State

27540

Postal Code

What district do you live in?

None Selected

Business: (919) 980-2992

Primary Phone

Home: (984) 584-9967

Alternate Phone

rachel.jones@hollyspringsnc.gov

Email Address

Town of Holly Springs

Employer

Utility Engineer

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:

Holly Springs

Interests & Experiences

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

I am the Utility Engineer representing the Town of Holly Springs as part of our regional partnerships.

Work Experience

I've been employed by the Town of Holly Springs since 2017 in the engineering group. I'm currently serving as the Utility Engineer with the Utilities & Infrastructure Department. Previous to the Town, I worked in the private sector for 10 years in the environmental engineering field with water and wastewater projects. I have experience with long range utility planning, Water Treatment Plant and Wastewater Treatment Plant planning, design, permitting and construction services.

Volunteer Experience

I represent the Town of Holly Springs for the Triangle Water Supply Full Partnership and Technical Committee. I was the co-founder and president of the Engineers Without Borders Orlando branch. I volunteer for non-profit organization called DEGA that help pet owners in underserved communities with basic veterinary care, vaccines, spays and neuters.

Education

Bachelor of Science in Environmental Engineering (BSVE) degree

Comments

I'm very excited to join the Wake County Water Partnership and represent the Town of Holly Springs. I look forward to collaborating with the other partners.

[Rachel_Jones_Utility_Engineer_Town_of_Holly_Springs.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

Ethnicity *

Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

Other

If you selected "Other" above, how?

My supervisor

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Rachel D. Jones, E.I. T

128 S. Main St.

Holly Springs, NC 27540

Tel. 919-980-2992 (cell) or 984-584-9967 (alt. cell)

Rachel.jones@hollyspringsnc.gov

PROFESSIONAL SUMMARY

Highly motivated, efficient, and reliable Environmental Engineer accomplished in long range utility planning, design, permitting, and construction services for water and wastewater infrastructure. Well prepared to effectively collaborate with local and State partners, residents, utility companies, development community, and stakeholders to solve complex water demand and supply issues. Excellent technical writing, communication, and organizational skills.

PROFESSIONAL EXPERIENCE

Town of Holly Springs

Holly Springs, NC

Utility Engineer

11/2022 – current

Responsibilities include:

- Representing the Town on the Triangle Water Supply Full Partnership and Technical Committee.
- Manage and facilitate permit review process for public and private utility extension request.
- Serve as a liaison between the Town and the NCDEQ for utility permitting extension requests and Town-wide permitting activities.
- Provide engineering plan review services for wastewater pump stations to ensure compliance with local and state standards.
- Manage the databases that track the Town's water and wastewater capacity and status in compliance with local and state requirements.
- Serve as project manager for water and sewer infrastructure projects, as outlined in the Community Investment Plan (CIP)
- Facilitate interdepartmental coordination related to capital improvement projects and development projects proposing water and wastewater improvements.
- Assist with long range water and sewer planning and projects, updates of Local Water Supply Plans, and Water Shortage Response Plans.
- Assist with the preparation and advertisement of Requests for Qualifications (RFQs), Requests for Proposals (RFPs), and construction bid documents.
- Collaborate with Collections, Pump Stations, and Distribution crews, and advocate for the maintenance and/or replacement of Town utility assets.
- Collaborate with Business Asset Management (BAM) group on Asset Inventory and Assessments (AIA) and Asset Management Plans (AMP) related to water, sanitary sewer, and reclaimed utilities

- Collaborate with Information Technology (IT) on data management, accuracy, and record keeping for Town utility assets
- Confirm accuracy of as-built data using field and record verifications.
- Assist with the updates to the Town's Engineering Design & Construction Standards and Details.
- Assist with updates to the Code of Ordinances and Comprehensive Plan.

Town of Holly Springs

Holly Springs, NC

Development Plan Reviewer

04/2017 – 11/2022

Responsibilities include:

- Provide preliminary development plan engineering review services; including review of preliminary development plans, utility plans and transportation improvement plans in accordance with Town Ordinances and Engineering and Construction Standards.
- Facilitate scoping and pre-submittal meetings for development projects with Town staff, developers, engineers and real estate professionals.
- Coordinate between Planning & Zoning Department, Building Code, Fire Department and other internal departments to complete technical review of development plans.
-
- Assist in the coordination between developer and engineer in the review for downstream sewer studies, fire flow analysis reports and Traffic Impact Analysis reports.
- Respond to requests from citizens regarding availability of water, sewer and reclaimed water utilities in the area.
- Respond to requests from citizens regarding road improvements and future comprehensive transportation planning.
- Prepare staff reports for and present at Planning Board and Town Council Meetings.

McKissack & McKissack

Washington D.C.

Project Engineer

07/2010 – 04/2017

Responsibilities include:

Utility Development Projects

- Drafted utility conflict reports and utility Master Plans for State and Federal Departments of Transportation (DOT) and District Department of General Services (DGS).
- Managed a multidiscipline team on the development of alternatives for existing pedestrian bridges to comply with ADA and safety regulations for District DOT.
- Evaluated as-builts and existing conditions to determine utility conflicts and impacts, including sanitary sewer, stormwater, potable water, electrical systems, and communication utilities.
- Drafted recommendations for utility upgrade, rehabilitation and relocation.

- Performed quantity take-offs, Opinion of Probable Cost and proposed project schedule.
- Responsible for ROW acquisition coordination with utility companies, regulatory agencies and public stakeholders.

Water/Wastewater Infrastructure Projects

- Provided hydraulics analysis and drafted construction drawings using AutoCAD for Combined Sewer Overflow (CSO) systems, including large diameter piping and tunnel sizing.
- Performed hydraulic evaluations of an existing 30 MGD wastewater treatment facility, including pump stations, plant hydraulic profile and plant drain system capacity analysis.
- Assembled Task Orders and Basic Ordering Agreements (BOA) as part of the EPA Article 6 Consent Decree for Sanitary Sewer Overflow (SSO).
- Provided condition assessment analysis of existing sanitary sewer assets.
- Developed sewer asset management databases for individual watersheds to identify recommendations for repair, replacement and rehabilitation.

Construction Management Services:

- Provided technical review for shop drawing submittals.
- Review and respond to Requests for Information (RFIs).
- Provided project oversight for the quality assurance and quality control process.
- Facilitated coordination between contractor, client and engineering disciplines.
- Drafted O&M Manuals for wastewater pumping and treatment equipment.
- Prepared monthly reports to track review progress and invoice clients.

AECOM Water (formerly Boyle Engineering Corporation)
Assistant Environmental Engineer

Orlando, FL
05/2007 – 06/2010

Responsibilities include:

Water/Wastewater Infrastructure Projects:

- Developed and reviewed construction plans and technical specifications.
- Evaluated hydraulic performance through wastewater treatment facility and pumping stations.
- Developed engineering and construction cost estimates.
- Developed water quality goals and alternative treatment technologies for potable and non-potable water systems.
- Managed permitting services including, preparation of NPDES permit applications.
- Drafted Operation and Maintenance Reports and Capacity Analysis Reports.
- Evaluation of discharge monitoring reports (DMRs) and analysis of plant hydraulic performance.
- Performed field evaluations and condition assessments to ensure regulatory compliance.

EDUCATION and CERTIFICATION

Bachelor of Science, Environmental Engineering University of Central Florida, Orlando	May 2007
Engineering Intern (FL#)	1100011884

PROFESSIONAL AFFILIATIONS

Water Environment Federation (WEF), American Water Works Association (AWWA),
NC OneWater

OTHER SKILLS

Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, Project, Access), Adobe
Pro, AutoCAD, GIS Pro, Water GEMS

Profile

Which Boards would you like to apply for?

Wake County Water Partnership: Submitted

Please select your first Board preference: *

Human Services Board

Please select your second Board preference: *

Library Commission

Please select your third Board preference: *

Jury Commission

Please select your fourth Board preference: *

Board of Adjustment

Please select your fifth Board preference: *

Planning Board

Please select your sixth Board preference: *

Open Space and Parks Advisory Committee

Gloria

First Name

G

Middle Initial

Hope

Last Name

2926 Suncrest Village Ln

Street Address

Suite or Apt

Raleigh

City

NC

State

27616

Postal Code

What district do you live in?

None Selected

Mobile: (919) 601-6958

Primary Phone

Mobile: (919) 601-6958

Alternate Phone

gghope5@gmail.com

Email Address

North Carolina Department of Environmental Quality

Employer

Environmental Specialist I

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?

I want to serve my local area and ensure that citizens like myself have a voice in local and community proceedings. I also would like to put my knowledge and education to work in becoming involved with local politics, events, and processes.

Work Experience

Environmental Specialist I: North Carolina Department of Environmental Quality Graduate Research Assistant: Appalachian State University Research Consultant: SRS Real Estate Partners Research Assistant: Southeast Regional Climate Center

Volunteer Experience

Library Volunteer: Duraleigh Library Volunteer: #Fight4Her NC

Education

Master's Degree (5/2025): Appalachian State University (expected) GIS Certificate (5/2025): Appalachian State University & North Carolina State University (expected) Bachelor's Degree (05/2022): University of North Carolina at Chapel Hill

Comments

Thank you for considering my application!

[Gloria_Hope_GIS_Resume_10_07.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

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

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Gloria Hope

2926 Suncrest Village Lane

Raleigh, NC 27616

(919) 601-6958

gghope5@gmail.com

SKILLS

- Geographic information software: ArcGIS Suite, QGIS, GeothinQ
- Python, Arcade, and R programming languages
- Microsoft Office Suite
- Environmental modeling using Matlab
- Adobe Photoshop & Creative Cloud

EXPERIENCE

North Carolina Department of Environmental Quality - *Intern/Environmental Specialist I*

June 2024 - Present

- Used ArcGIS StoryMaps to create informative public-facing maps
- Used ArcGIS Online to create interactive & user-friendly webmaps
- Corrected river basin plans and other documents for grammar and punctuation

Appalachian State University - *Graduate Research Assistant*

August 2023 - Present

- Facilitated exams and provided feedback
- Assisted faculty with research objectives in political geography
- Digitized course content

SRS Real Estate Partners - *Research Consultant*

June 2022 - July 2023

- Used Adobe Photoshop to create maps from aerial imagery showing real estate markets
- Used ArcGIS Pro to create maps showing overviews of markets within urban areas
- Managed projects from 10+ real estate agents seeking information for clients
- Used ArcGIS Online to create client-facing web maps and webapps

Sonder Energy - *Intern*

March 2022 - May 2022

- Used specialized software to identify land suitable for potential development
- Reached out to and communicate with landowners as part of acquisition process
- Identified aspects that define land suitability for solar plant development

Southeast Regional Climate Center - *Research Assistant*

July 2021 - May 2022

- Generated datasets and tables using software and programming languages
- Generated maps using GIS software, programming scripts, and a combination of both
- Communicated findings and analyses of datasets, tables and maps
- Created, edited and submitted research-related documentation

EDUCATION

Appalachian State University - *MA Geography (expected)*

August 2023 - May 2025

Major: Geography; Thesis Option

North Carolina State University - *Graduate Certificate (incomplete)*

August 2022 - May 2023

Focus: Geographic Information Systems Technology

University of North Carolina at Chapel Hill - *BA Geography*

August 2018 - May 2022

Major: Geography, Concentration: Geographic Information System

Minor: French

Designated with Honors and Distinction, completed Senior Honors Thesis

PUBLISHED PAPERS

Hope, Gloria. 2022. Mold Growth by Climatological Factors In the Southeastern United States.

<https://doi.org/10.17615/pcm2-x411>

Profile

Which Boards would you like to apply for?

Wake County Water Partnership: Submitted

Please select your first Board preference: *

Board of Adjustment

Please select your second Board preference: *

Raleigh-Durham Airport Authority

Please select your third Board preference: *

Historic Preservation Commission

Please select your fourth Board preference: *

Water Partnership

Please select your fifth Board preference: *

Garner Board of Adjustment

Please select your sixth Board preference: *

Adult Care Home Community Advisory Committee

Jennifer

First Name

Charleston

Last Name

Middle Initial

5417 Quetzal Ct.

Street Address

Suite or Apt

Garner

City

NC

State

27529

Postal Code

What district do you live in?

None Selected

Home: (984) 222-9906

Primary Phone

Mobile: (984) 222-9906

Alternate Phone

charlestonj82@gmail.com

Email Address

Ellis D. Jones Funeral Directors

Employer

Project Manager

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:

Garner

Interests & Experiences

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

Serving on a Board or Commission is a meaningful opportunity to contribute my skills and experience to benefit the community. With my background in project management, particularly within the funeral industry and government contracting, I have developed a strong understanding of operational excellence, financial oversight, and strategic planning. This experience enables me to support effective decision-making, policy development, and accountability—qualities essential to impactful board service. Additionally, I am motivated by the chance to work collaboratively with others who share a commitment to community development and to lend my insights on areas such as organizational efficiency, stakeholder engagement, and public service enhancement.

Work Experience

Volunteer Experience

NAACP NATIONAL URBAN LEAGUE RALEIGH-WAKE CITIZENS COUNCIL NC FUNERAL DIRECTORS & MORTICIANS ASSOCIATION

Education

H.S. DIPLOMA-WAKE EARLY COLLEGE OF HEALTH & SCIENCES B.A. POLITICAL SCIENCE-NORTH CAROLINA CENTRAL UNIVERSITY A.A.S FUNERAL SERVICE-FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

Comments

[Resume_Charleston.pdf.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

Jennifer Charleston

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

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JENNIFER CHARLESTON

charlestonj82@gmail.com

984-222-9906

EDUCATION

NORTH CAROLINA CENTRAL UNIVERSITY B.A. POLITICAL SCIENCE

Certifications

Lean Six Sigma

Certified Notary Public

EXPERIENCE

Project Manager (Full-Time)

Ellis D. Jones & Sons, Inc. Durham, NC | 2022 - Present

- Oversee all logistics aspects of funeral operations, including transportation, staffing, scheduling, and resource allocation.
- Coordinate with families to ensure personalized and smooth funeral services, addressing their specific needs and preferences.
- Review monthly financial reports to make sure the firm is remaining on track to meet sales goals
- Monitor A/R & A/P and allocating resources accordingly
- Navigate through degrees of ambiguity and translated strategic opportunities into tangible next steps.
- Use detail-oriented technical writing to communicate complex information clearly and concisely.
- Use subject matter expertise to establish and implement program management frameworks and best practices.
- Manage a team of 11 staff members, including drivers, assistants, and other logistics personnel, providing training and supervision.
- Implement process improvements that enhanced operational efficiency, resulting in reduced lead times and improved service quality.
- Ensure compliance with all relevant industry regulations and guidelines to maintain the highest standards of service. Managing and preparing project budgets, monitoring progress, and keeping stakeholders informed throughout the project lifecycle

Apprentice Funeral Director (Full-Time)

Ellis D. Jones & Sons, Inc. Durham, NC | 2021- 2022

- Increased revenue by promoting different funeral service options, products and merchandise.
- Promoted funeral home in community, visiting nursing homes, and assisted living facilities regularly to offer informational workshops.
- Coordinated detailed preparation and care of human remains.
- Planned and executed strategies to increase business and drive profit growth.
- Developed forward-thinking training programs based on current and expected business demands.
- Facilitate professional development with visual aides & hands on technical training.
- Engage with team to define project scope, timelines, resources, and requirements.
- Negotiate and create acceptable funeral contracts, handles contracts, legal documents, and collection of monies or insurance in accordance with company policies.
- Facilitate quarterly meetings regarding sales & client experience goals.

Business Manager (Part-Time)

JIAR Funeral Home Durham, NC | 2019 - 2023

- Directed daily operations of two departments, overseeing a team of 6 employees and optimizing workflow processes.
- Developed and executed strategic plans that resulted in increase in annual revenue over 5 years.
- Led cross-functional teams to achieve key performance indicators (KPIs), including cost reduction and sales growth.
- Implemented new software system that streamlined inventory management and reduced operational costs.
- Conducted regular financial analysis to monitor budget adherence and identify opportunities for cost savings.
- Built and maintained strong relationships with clients, resulting in increase in client retention and referrals.
- Provided leadership and mentoring to team members, resulting in improved productivity and job satisfaction.
- Collaborated with marketing team to develop and execute successful campaigns that increased brand visibility and customer engagement.

Office Coordinator (Full-Time)

Ellis D. Jones & Sons, Inc. Durham, NC | 2018 - 2021

- Oversaw all aspects of office operations, ensuring seamless daily functioning and efficient workflow.
- Implemented process improvements that enhanced efficiency and reduced operational cost.
- Streamlined scheduling and coordination of meetings, appointments, and travel arrangements.
- Developed and maintained office policies, ensuring adherence to company guidelines and industry standards.
- Managed office supplies and inventory, reducing expenses through strategic procurement.
- Successfully led the transition to a paperless filing system, improving accessibility and organization of documents.
- Established positive relationships with vendors, negotiating contracts and managing vendor partnerships.
- Assisted with budget planning, expense tracking, and financial reporting for the office.
- Coordinated office events and team-building activities to foster a collaborative and engaging work environment.

Project Manager (Contract)

Hatton Media Group Raleigh, NC | 2018- Present

- Directed a team of 4 creatives, including designers, copywriters, and videographers, in the planning and execution of media campaigns.
- Led cross-functional collaboration between content creation, design, and marketing departments, resulting in cohesive and compelling media assets.
- Managed project budgets, tracked expenses, and negotiated vendor contracts, achieving cost savings.
- Oversaw the development of multimedia content, including videos, graphics, and written materials, ensuring alignment with brand guidelines and campaign objectives.
- Collaborated with clients and internal stakeholders to define project scopes, objectives, and deliverables, while managing expectations and providing regular updates.
- Worked closely with sponsors to understand their vision, provide creative input, and deliver media solutions.
- Oversaw project logistics, including location scouting, talent booking, equipment rental, and budget allocation.
- Developed and maintained relationships with vendors, freelancers, and talent, fostering a network of resources for media production.

Director of Corporate and Foundation Relations (Full-Time)

Harris Outreach, Inc. Raleigh, NC | 2018 - 2019

- Developed and implemented a comprehensive corporate and foundation relations strategy resulting increased in funding and partnerships over the past.
- Cultivated and maintained relationships with key corporate partners and foundation representatives, resulting in major grants and sponsorships.
- Lead a team of professionals, providing guidance and direction in securing funding, developing proposals, and ensuring grant compliance.
- Successfully secured and managed grants supporting specific programs or initiatives.
- Collaborated with internal teams to gather data and information necessary for grant applications and reporting, ensuring alignment with program objectives.
- Negotiated partnership agreements and sponsorship packages, tailoring proposals to meet the unique needs and interests of donors.
- Implemented stewardship strategies to maintain positive relationships with current donors, resulting in donor retention rate.
- Track and report on the impact of corporate and foundation funding, providing regular updates to donors and senior leadership.
- Represented the organization at fundraising events, conferences, and donor meetings, effectively communicating the mission and impact of the organization.
- Determined & communicated implications of changing trends to clients.
- Month end close responsibilities include journal entries, G/L account reconciliations, SEC schedules, variance analysis, and reporting.

Assistant Director of Operations | 2016 - 2018

Harris Outreach, Inc. Raleigh, NC

- Lead a team of 3 operations managers and 2 supervisors, overseeing daily operations, performance metrics, and process improvements.
- Collaborate with the Director of Operations to develop and implement strategic initiatives to enhance efficiency, reduce costs, and improve customer satisfaction.
- Streamlined workflows and optimized resource allocation, resulting in an increase in operational efficiency.
- Developed and implemented training programs for staff to ensure compliance with industry standards and best practices. Spearheaded continuous improvement projects resulting in cost savings annually.
- Assisted in budget planning and monitoring, ensuring adherence to financial targets.
- Acted as a point of escalation for operational issues, resolving challenges and ensuring seamless operations.
- Became well versed in managing resources (personnel and financial) to optimize the outcome of the programs and projects for which they are responsible.

Senior Accountant | 2014- 2015

Harris Outreach, Inc. Raleigh, NC

- Led a team of 2 accountants and financial analysts, overseeing their day-to-day activities and providing guidance on complex accounting issues.
- Managed the month-end and year-end closing processes, ensuring accuracy and compliance with GAAP and company policies.
- Prepared and analyzed financial statements, including income statements, balance sheets, and cash flow statements, providing insights to support executive decision-making.
- Conducted in-depth financial analysis to identify cost-saving opportunities and areas for revenue growth.
- Collaborated with auditors to facilitate successful external audits, resulting in clean audit reports
- Implemented process improvements that streamlined financial reporting, reducing monthly close time and minimizing errors.

Staff Accountant | 2012- 2014

Harris Outreach, Inc. Raleigh, NC

- Assisted in day-to-day accounting operations, including accounts payable, accounts receivable, and payroll processing.
- Prepared and maintained financial reports, ledgers, and spreadsheets.
- Conducted account reconciliations and identified discrepancies for correction.
- Supported the senior accounting team in various financial analysis tasks.
- Participated in annual budgeting and forecasting processes.

Profile

Which Boards would you like to apply for?

Wake County Water Partnership: Submitted

Please select your first Board preference: *

Wake County Water Partnership

Please select your second Board preference: *

None Selected

Please select your third Board preference: *

None Selected

Please select your fourth Board preference: *

None Selected

Please select your fifth Board preference: *

None Selected

Please select your sixth Board preference: *

None Selected

Elizabeth

First Name

Nichols

Last Name

Middle Initial

2800 Facuette Drive

Street Address

Suite or Apt

raleigh

City

NC

State

27695

Postal Code

What district do you live in?

None Selected

Home: (919) 513-4832

Primary Phone

Home: (910) 658-2800

Alternate Phone

egnichol@ncsu.edu

Email Address

NC State University

Employer

Professor

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:

Garner

Interests & Experiences

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

To contribute to planning and discussion of water availability and water quality for Wake county residents.

Work Experience

25+ years working on projects of water quality across NC.

Volunteer Experience

Education

BSc Biology Emory University MSc and Ph.D. Environmental Science and Engineering, Gillings School of Public Health, UNC-Chapel Hill

Comments

[Biosketch_Nichols_2024.doc](#)

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

Elizabeth Nichols

Ethnicity *

Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

Other

If you selected "Other" above, how?

invitation from Well Water program

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](#).

Elizabeth Guthrie Nichols

Department of Forest and Environmental Resources
Box 8006, Rm. 2225, Jordan Hall Addition
North Carolina State University, Raleigh, NC 27695
<http://cnr.ncsu.edu/blogs/elizabethnichols/>

Phone: 919.513.4832
Cell. 910.658.2800
Email: egnichol@ncsu.edu

Professional Preparation

1987	BS	Biology	Emory University
1994	MS	Environmental Science & Engineering	UNC-Chapel Hill
1997	PhD	Environmental Science & Engineering	UNC-Chapel Hill

Appointments

- 2017-current. **Professor.** Environmental Technology and Management Program, Department of Forest and Environmental Resources. NC State University, Raleigh, NC.
- 2008-2016. **Associate Professor.** Department of Forest and Environmental Resources. NC State University, Raleigh, NC.
- 2002-current. **Associate Faculty.** NCSU Department of Environmental and Molecular Toxicology.
- 2002 –2008. **Assistant Professor.** Department of Forest and Environmental Resources. NC State University, Raleigh, NC.
- 2001-2002. **UC Foundation Career Assistant Professor.** Department of Biological and Environmental Sciences, University of Tennessee at Chattanooga.
- 1999-2002. **Assistant Professor.** Department of Biological and Environmental Sciences, University of Tennessee at Chattanooga.

Community engagement - sustainable water, bioenergy, and forestry. Nichols currently collaborates with state regulators, USDA-Forest Service, USEPA, and municipalities at intersections of forest systems, environmental services, and ecosystem services of water/fiber regulation and water/fiber provisioning. Nichols was PI for a USDA grant using HRMS to assess aquifer vulnerability to extreme storms (\$200K) with NCDEQ, and PI/Co-PI on sustainable woody biomass and products for marginal lands from NC Department of Agriculture and Consumer Services (\$600K), and current USDA funding for forest and soil pathogens and alternative high-value short-rotation forestry for changing climates in Appalachia (USDA Bioeconomy grant). Nichols has studied how private well owners and public health experts value more sensitive technologies to detect organic contaminants in groundwater.

Education. Nichols has mentored 95 Undergraduate Researchers with funding (\$85K) from Duke Energy Foundation, McNair Scholars Program, and NC State Office of Undergraduate Research (OUR) and the NCSU OUR Work Study program. Nichols coordinates the online Renewable Energy Assessment certificate and assists with coordination of the REA minor at NC State, developed with funds from NC State DELTA and USDA HEC-funded curricula in 2014. Nichols currently teaches an undergraduate field-course and an online graduate class for environmental monitoring and has taught 4 different undergraduate courses and 5 different graduate courses over her career. She co-developed the online Masters of Environmental Assessment (EA) program in 2009 and supports the current establishment of the Renewable Energy Development graduate certificate at NC State.

Recent Review service. Nichols regularly serves on USDA Water Quantity/Quality, Rapid Response, and Agricultural Technology review panels (2023-2019, 2012-2014), NSF Earth Sciences and CCLI (2004-2014), & USGS-NIWR (2015, 2016).

Current and Recent Projects.

1. Department of Labor. Building Sustainable Pathways to Improve Underserved and Underrepresented Worker Access for Renewable Energy Infrastructure in Rural, Southeastern North Carolina. PI. E. Guthrie Nichols, S. Nelson, C. Womble-Edwards, A. Carr, S. Kalland, L. Dumdum. (01/01/2024-12/31/2028). \$1,815,868
2. USDA Multi-Cultural Scholars Program. IDEAS to Forestry and Renewable Energy Careers. PI. E. Guthrie Nichols, S. Nelson, C. Womble-Edwards, A. Allen, Z. Legget. (01/01/2024-12/31/2027). \$250,000
3. NC State Faculty Research & Professional Development Fund. 2022. Point-of-Use Filters to Reduce Private Well Users' Exposure to Organic Exposomes. PI. E. Guthrie Nichols. \$10,000
4. USDA BRNE. Sustainable Bioeconomy Through Bio-based Products. 2022-2025. Optimizing Poplar for Sustainable Bio-Products in the Mountains of North Carolina. PI: E. Guthrie Nichols, CO-PIs S. Ghezehei, J. Whitehill. (01/01/2022-12/30/2025) \$811,636
5. NC State Office of Outreach and Engagement. 2021. Engaging Private Well Users and Wake County's Groundwater Well Program To Understand How HRMS Technology Can Benefit Public Health. PI: E. Guthrie Nichols, CO-PIs Louie Rivers, Evan Kane. (05/01/2021-06/30/2022) \$10,000
6. *USGS/NCSU Water Resource Research Institute. 2020. High Resolution Mass Spectrometry (HRMS) as a Diagnostic Tool to Assist Groundwater Monitoring Recommendations from Local Health Departments to Private Well Users. *Hayden Rudd – Recipient, MSc. NR-Hydrology*. PI: E. Guthrie Nichols (01/2021-12/2021) \$10,000
7. USDA – AFRI Exploratory Research Program (ERP). Coastal Plain Aquifer Vulnerability To Extreme Storms And Implications For Rural Prosperity, Food Security, And Water Resource Resiliency. PI. E. Guthrie Nichols. CO-PI. Dave Genereux, NCDEQ Groundwater Management Division, Statera – Dr. Damian Shea. (05/01/2019-4/30/2021). \$200,000.

Recent Relevant Publications for Water Quality and Quantity.

1. Rudd, H., E. Kane, , D. Shea, A. Ercumen, Elizabeth Guthrie Nichols. 2024. Diagnostic screening of private well water using gas chromatography with high resolution mass spectrometry to support well water management. *Science of the Total Environment* 953, 175945 <https://doi.org/10.1016/j.scitotenv.2024.175945>
2. Blumenfeld, S., S. Ghezehei, J. Whitehill, J. Owens, E. Guthrie Nichols. Financial Analysis Tool (CT-FT) for Western North Carolina Christmas Tree Growers. *Journal of Extension*, in press, November 2024.
3. Rudd, H., A. Neal, d. Genereux, D. Shea, Elizabeth Guthrie Nichols. 2023. Vulnerability of wells in unconfined and confined aquifers to modern contamination from flood events. *Science of the Total Environment*. *Science of the Total Environment* 901 (2023) 165729 <https://doi.org/10.1016/j.scitotenv.2022.153754>
4. Brecht, S., X. Kong, X. Rui Xia, D. Shea, Elizabeth Guthrie Nichols. 2022. High-Resolution Mass Spectrometry Analysis of Chemical Uptake in Hydroponic Soybeans and Coupled-Integrative Passive Samplers (CIPS) Using Different Irrigation Sources. *Science of the Total Environment*. 826:153754 <https://doi.org/10.1016/j.scitotenv.2022.153754>
5. Neville, J.A., R. Emanuel, E. Guthrie Nichols, J. Vose. 2022. Extreme Flooding and Nitrogen Dynamics of a Blackwater River. *Water Resources Research* 57:12 <https://doi.org/10.1029/2020WR029106>

Profile

Which Boards would you like to apply for?

Wake County Water Partnership: Submitted

Please select your first Board preference: *

Water Partnership

Please select your second Board preference: *

None Selected

Please select your third Board preference: *

None Selected

Please select your fourth Board preference: *

None Selected

Please select your fifth Board preference: *

None Selected

Please select your sixth Board preference: *

None Selected

Emily

First Name

Bateman

Last Name

Middle Initial

4001-D Carya Dr

Street Address

Suite or Apt

Raleigh

City

NC

State

27610

Postal Code

What district do you live in?

None Selected

Mobile: (984) 218-0144

Primary Phone

Home: (804) 314-3298

Alternate Phone

emily.bateman@wake.gov

Email Address

Wake County

Employer

Natural Resource Conservationist

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?

As an employee of Wake Soil and Water Conservation District, I am highly interested in ensuring our residents have sustainable and healthy water.

Work Experience

Wake County Soil and Water: I provide technical and financial assistance to county residents on water quality BMPs mostly in an agricultural setting. Durham County Soil and Water: I provided technical and financial assistance to county residents on water quality BMPs mostly in an agricultural setting. City of Raleigh Stormwater: I ensured private SCMs were maintained to their intended purpose.

Volunteer Experience

Education

Virginia Tech, B.S. Natural Resource Recreation Minor in Forestry

Comments

I hope to replace Teresa Furr on this board when she comes off this fall/winter for our department.

[Emily Resume October 2024 Water Partnership_003_.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 *

Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

Other

If you selected "Other" above, how?

employer

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](#).

Emily Bateman

1400 Swallow Dr • Raleigh, NC 27606 • (804) 314-3298 • emily.bateman@wake.gov

PROFESSIONAL SUMMARY:

An ambitious and motivated professional with combined natural resource, educational and stormwater experience. My collective experiences have enabled me to develop a diverse background, and the ability to work comfortably in a wide range of environments. Excellent interpersonal and communication skills allow me to work effectively as an individual and as part of a team.

Education:

- Bachelor of Science: Natural Resource Recreation, 2005
 - o Minor: Forestry
- Virginia Tech, Blacksburg, VA

PROFESSIONAL EXPERIENCE:

Wake County Soil and Water Conservation District

April 2022-Present

Raleigh, NC 27610

May 2016-November 2019

A combination of Wake County Government and 501c non-profit that protects the natural resources of Wake County through voluntary technical, educational, and funding assistance to citizens, businesses, communities, municipalities and partners.

Durham County Soil and Water Conservation District

November

2019- March 2022

Durham, NC 27701

A combination of Durham County Government and 501c non-profit that protects the natural resources of Durham County through voluntary technical, educational, and funding assistance to citizens, businesses, communities, municipalities, and partners.

Natural Resource Conservationist

- Inventory and evaluate natural resource concerns for County residents and provide alternatives through technical and financial assistance to resolve these resource concerns.
- Formulate and implement Conservation Plans that meet USDA Natural Resources Conservation Service's specification to assist clientele with farming methods, best management practices and rotations to conserve soil and preserve water quality.
- Collaborate with landowners to provide technical and financial assistance through design, layout, construction, inspection, and certification of best management practices on public and private lands.
- Manage the operation and maintenance of the implemented conservation system and practices in accordance with the NRCS standards and specification including maintaining the documentation through the lifespan of the practice.
- Assists landowners with Federal, State, and local codes, regulations and permits.
- Educate landowners of the various forms of conservation technical and financial assistance available, including various Farm Bill programs.
- Partner with other conservation entities and works hand in hand with NRCS to sustain the health and productivity of our natural resources
- Work as a liaison between State, District and Federal partners to provide a seamless conservation service to our clientele.
- Write grants and manage grants to expand project funding.
- Provide outreach to citizens through workshops, local work groups and field days.
- Attend monthly board meetings, providing guidance to the Soil and Water Board of Supervisors

Emily Bateman

1400 Swallow Dr • Raleigh, NC 27606 • (804) 314-3298 • emily.bateman@wake.gov

City of Raleigh Department of Public Works, Stormwater Management Raleigh, NC 27602

A department of the City that partners with the citizens of Raleigh to effectively manage flood control and environmental protection for our water bodies.

Stormwater Control Inspector 2014-May 2016

October

- Inspect permitted sites for compliance within agreement with State and local regulation for Stormwater Best Management Practices (BMP)
- Initiate enforcement actions and ensure well documented correspondence to permittees.
- Maintain collaborative partnerships with government agencies, contractors, consultants, landowners, and the public
- Maintain records for permits, applications, and associated database.
- Interpret permits, permit applications, site plans and other materials.

Stormwater Monitoring Technician October 2014

January 2014-

- Contributed with a crew to take accurate and precise measurements of the city's stormwater infrastructure in accordance to the Clean Water Act.
- Obtained and mapped stormwater infrastructure in the field through ArcPad.
- Created and maintained maps of various drainage basins, stormwater structures and drainage projects for the department, consultants, and the public.

Thames School of Languages: Huizhou, China 2009-January 2013 Director of Studies

April

English as a second language school, specializing in young learners.

- Responsible for supervision of a staff from multiple countries from around the world.
- Independently ensured the quality and quantity of work of teaching staff.
- Review the quality of work, set performance standard and evaluate the performance of staff.
- Collaborated with school owners, senior teachers, and book vendors to establish curriculum.
- Coordinated weekly meetings, monthly staff functions, workshops, and timetables.
- Managed budget and inventory for school.
- Acted as a liaison between the western staff and the Chinese staff.
- Planned and taught engaging and level appropriate classes for kindergarten - adult students.
- Developed and marketed outreach material and actives to inform the citizens of our educational opportunities.
- Organized and facilitated events for 150+ students.
- Conducted orientation for new staff and provided training throughout the teacher's employment.

Kapalua Adventures: Lahaina, HI August 2007-October 2008 Senior Guide

One of three Zip line and High ropes courses in the state, focusing on five-star customer service.

- Supervised guides on the course to ensure safety, quality customer service and a seamless operation.
- Provided and trained new guides in customer service and local flora and fauna.
- Trained new guides on ropes course, zip-lines, and vehicle operations.
- Facilitated a high ropes and zip line course.
- Instructed guest on Hawaiian culture, tropical flora, and fauna.
- Completed monthly courses and workshops.
- Maintained course for the health and sustainability of its natural resources.

Emily Bateman

1400 Swallow Dr • Raleigh, NC 27606 • (804) 314-3298 • emily.bateman@wake.gov

US Peace Corps: Morocco
March 2006-February 2007
Environment Volunteer

A government organization that helps countries meet their needs for trained men and women, promotes a better understanding of America, and promotes a better understanding of developing countries to Americans.

- Designed a book of environmental lesson plans for elementary schools.
- Assisted with and trained in grant writing for community projects.
- Supervised the development of environmental and health workshops.
- Developed a roving environmental education class.
- Assisted the women's cooperative with establishing business lessons and exchanges.

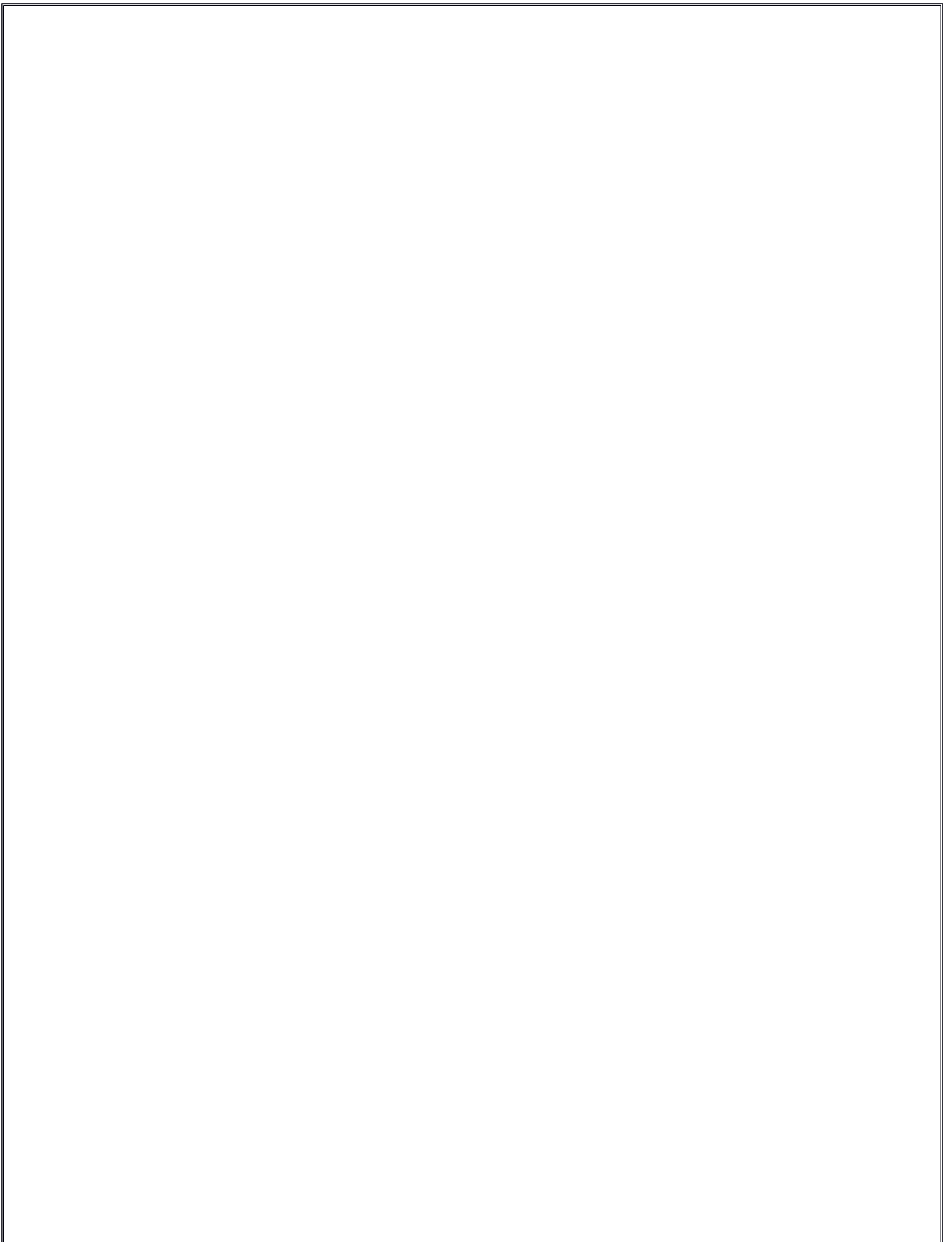
ADDITIONAL TRAINING AND SKILLS

Skills

- GIS: ArcGIS, ArcCatalog and ArcPro
- Conservation Desktop
- Rusle2
- EFT
- EFH-2
- Microsoft Office

Training and Certifications

- Job Approval Authority:
 - o 328- Conservation Crop Rotation
 - o 329- No-Till/ Residue Management
 - o 340-Cover Crop
 - o 412 Grassed Waterway
 - o 386 Field Border
 - o 561 Heavy Use Area Protection
 - o 614 Trough or Tank
 - o Sod Based Rotation



Profile

Which Boards would you like to apply for?

Wake County Water Partnership: Submitted

Please select your first Board preference: *

None Selected

Please select your second Board preference: *

None Selected

Please select your third Board preference: *

None Selected

Please select your fourth Board preference: *

None Selected

Please select your fifth Board preference: *

None Selected

Please select your sixth Board preference: *

None Selected

Christian

First Name

I

Middle Initial

Archer

Last Name

5428 BAYWOOD FOREST DR

Street Address

Suite or Apt

Knightdale, NC

City

NC

State

27545

Postal Code

What district do you live in?

None Selected

Home: (804) 836-3788

Primary Phone

Home: (804) 836-3788

Alternate Phone

ike.archer@knightdalenc.gov

Email Address

Town of Knightdale

Employer

Stormwater Program Manager

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:

Knightdale

Interests & Experiences

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

Representing Knightdale and participating in the continued coordination between local governments around the state, specifically in regard to Stormwater planning & design.

Work Experience

7 years of municipal stormwater experience, ranging from field inspections to plan review and permit administration.

Volunteer Experience

Education

BA Environmental Science

Comments

Resume upload below will not work. Happy to provide one if needed

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?

Other

If you selected "Other" above, how?

Coworker

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](#).