
Profile**Which Boards would you like to apply for?**

United Arts Grants Panels: Submitted

Please select your first Board preference: *

☒ United Arts Grants Panels**Please select your second Board preference: ***

☒ United Arts Grants Panels**Please select your third Board preference: ***

☒ United Arts Grants Panels**Please select your fourth Board preference: ***

☒ United Arts Grants Panels**Please select your fifth Board preference: ***

☒ United Arts Grants Panels**Please select your sixth Board preference: ***

☒ United Arts Grants Panels

Hui

First Name

Hu

Middle Initial

Last Name

302 Oxcroft St

Street Address

Suite or Apt

Cary

City

NC

State

27519

Postal Code

What district do you live in?

None Selected

Home: (919) 319-3959

Primary Phone

Mobile: (919) 656-6936

Alternate Phone

huihu_nc@hotmail.com

Email Address

NIEHS

Employer

International Program Manager,
Journal of Environmental Health
Perspectives

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 have been heavily involved in organizing and participating in many cultural events in the Triangle area in the past decade, and strongly believe that these cultural activities have brought harmony, mutual understanding, and diversity to our community. Been a resident of Wake county for nearly 28 years, I have witnessed its growing, not only the number of population, but also the percentage of ethnic population. I thought my ethnic background and previous experience would help adding diversity to the board. I also think serving on the board/commission would provide me a good learning opportunity through sharing diverse viewpoints. Thank you for your consideration!

Work Experience

International Outreach Program Manager (2003-current) Environmental Health Perspectives (EHP), NIEHS, Research Triangle Park, NC • Manage communication and outreach initiatives with international contributors o Specific duties: o Strategic planning for capacity building training and activities. o Collaborated with EHP leaders and scientists from LMICs for capacity building project initiatives. o Promoted EHP through participating in conferences and workshops. o Identified and recommends prospective Associate Editors and Editorial Review Board members from the international community. o Identified potential EHP News Advisory Board members from different areas of the world. o Reviewed and updated MOUs with EHP's collaborators.

Volunteer Experience

In addition to professional experience, I have been actively involved in community service in the Triangle area, North Carolina. I led and coordinated many large cultural events in the area, including Taste of China (Raleigh), LIGHTUP (Chapel Hill), International Festival (Raleigh), and Dragon Boat Festival (Cary). I have also been the director of the Chinese New Year Gala, the biggest Chinese New Year celebration event in the area. I worked closely with UNC Memorial Hall stage staff, Gala planning committee, performance groups, PR team and ticket sale team for the show, leading on program/performance evaluation and selection, facility rental contracts, and show promotion on social media. The leadership positions held in volunteer capacity with various organizations and people from different ethnic groups have further enhanced my capabilities in project management and communication.

Education

Master of Arts, Mass Communication in Journalism Miami University, Oxford, OH Bachelor of Arts, Speech Communication Miami University, Oxford, OH Associated Degree Library Science Sun Yat-Sen University, Guangzhou, China

Comments

[Hui_Hu_Resume.docx](#)

Upload a Resume

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

Please upload a file

Demographics



Date of Birth

Gender *

☒ Female

Ethnicity *

☒ Asian

Other

How did you become aware of Wake County volunteer opportunities?

☒ Other

If you selected "Other" above, how?

From a council member of Town of Cary

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](#).

Hui Hu

✉: hu1@niehs.nih.gov
Carolina

☎: 919-656-6936

📍: Cary, North

WORK EXPERIENCE

July 2021-Present

On detail in the Administrative Services and Analysis Branch in the Office of Management as an Employee Services Specialist.

- Coordinates NIEHS Training and Leadership Development Programs
 - Serves as LMS Learning Administrator to track training progress and update training information.
 - Creates statistics summary report for training completion status.
 - Made recommendations for future training plans.
- Assisted with the NIEHS Awards Program
 - Populated recipients' data into spreadsheets.
 - Submitted award nominations to NIH HR system.
- Helped move NIEHS employee Telework Training records into the LMS system.

2004-June 2021

International Outreach Program Manager

Environmental Health Perspectives (EHP), NIEHS, Research Triangle Park, NC

- Manage communication and outreach initiatives with international contributors
 - *Specific duties:*
 - Strategic planning for capacity building training and activities.
 - Collaborated with *EHP* leaders and scientists from LMICs for capacity building project initiatives.
 - Promoted *EHP* through participating in conferences and workshops.
 - Identified and recommends prospective Associate Editors and Editorial Review Board members from the international community.
 - Identified potential *EHP* News Advisory Board members from different areas of the world.
 - Reviewed and updated MOUs with *EHP*'s collaborators.

- Served as a COR of the translations contract
 - o Provided quality assurance of Chinese translation accuracy and quality and instituted corrective actions to assure their integrity before publication.
 - o Created manuals for contractors to standardize format and terminologies.
 - o Evaluated contractor performance by rating the quality of their translation and measuring their improvements.
 - o Served on Technical Evaluation Panels for new or renewing translation contracts.
- Plan trips and conferences in China for *EHP* Editor-in-Chief (EIC) and other editors
 - o Established contacts with environmental health researchers from institutions/universities in China.
 - o Worked closely with hosts and EICs/editors to identify topics for discussions/presentations.
 - o Created meeting agendas.
 - o Coordinated with hosts' administrative staff to make transportation arrangements.
- Manage ongoing *EHP* projects
 - o Serves as the primary point of contact for *EHP*'s engagement in African Journal Partnership Program (AJPP), a mentorship program aiming to enhance visibility and quality of medical journals in Africa.
 - o Participates in AJPP annual meetings by leading workshops on publishing practices of interest (e.g. publication ethics; website management; use of social media to promote content or contributors).
 - o Assisted getting 2 partner journals (*Mali Medical* and *Annales Africaines de Médecine*) into PubMed and PubMed Central.
 - o Assisted 2 partner journals (*Mali Medical* and *Annales Africaines de Médecine*) to apply for African Journals Online.
 - o Provided consultation on the design, content, and functionality of the partner journals' websites.
- Managed Chinese and other language translations
 - o Worked together with *EHP*'s partner, Shanghai Municipal Center for Disease Control and Prevention (SCDC), to deliver high quality publication (Chinese Edition).
 - o Served as a project manager to oversee the publication of *EHP* Chinese Edition, including budgetary planning, content selection,

production scheduling, translation review, and translator recruiting.

- o Developed workflow for editorial and production teams of the Chinese Edition to define everyone's role and responsibilities, minimizing room for errors and increasing journal production's efficiency.
- o Facilitated quarterly project review meeting with project managers, translators, and graphic designers. Tracked overall project progress, identified issues and helped find solutions for blockers.
- o Standardized the procedure for photo copyright protection.

2001-2004

Brogan & Partners, Cary, NC

Deputy Editor, Chinese-language edition of *Environmental Health Perspectives*

- Coordinated the selection of published *EHP* articles for the Chinese-language edition of *EHP*.
- Oversaw the Chinese edition of *EHP* production lifecycle, including layout and desktop publishing and ensured the quality of the translation.
- Coordinated the international versions (Chinese, French, Japanese, Russian, and Spanish) of *EHP*'s "In This Issue" section.

1997-2001

OCR Services, Gaithersburg, MD

Web Designer/HTML Specialist, *Environmental Health Perspectives*

- Designed, created web pages for the website of *EHP*.
- Used QuarkXPress, InDesign, Photoshop, FreeHand, and major HTML coding applications.

1994 - 1997

American Scientist/Sigma Xi, Research Triangle Park, NC

HTML Specialist/Assistant to Book Review Editor

- Designed and created web pages for *American Scientist* and Sigma Xi
- Translated existing QuarkXPress and Nisus Writer documents into HTML format.
- Managed library database; Classified, maintained and handled books, journals and reports.

COMPUTER AND OTHER SKILLS

- Microsoft Outlook, Word, Excel, PowerPoint, Publisher
- Zoom scheduling and meeting hosting
- Microsoft Teams
- NIH LMS system
- Process Optimization Program (POP)
- Adobe Acrobat DC, Photoshop, Premiere Pro
- HTML and XML
- Stage production (technical script for audio, video, and lighting)
- Photography

COURSES AND TRAININGS

- NIEHS Professional Development Training (July 2021-present)
- NIH LMS Learning Administrator Training (July 2021)
- Writing skills for NIH employees (September 2020)
- Data Analysis Fundamentals (June 2020)
American Management Association
- The Federal Acquisition Certification for Contracting Officer's Representative (FAC-COR) Level: I (2019)
- NIEHS Leadership Development Program (2018)

EDUCATION

- Master of Arts, Mass Communication in Journalism (1991)
Miami University, Oxford, OH
- Bachelor of Arts, Speech Communication (1989)
Miami University, Oxford, OH

HONORS

- NIEHS Group (EHP) Merit Award 2021
- NIEHS Group (EHP) Merit Award 2012
- NIEHS Individual Merit Award 2005
- Top 10 Outstanding Community Volunteers in North Carolina (2017)
By Chinese-American Friendship Association in North Carolina
(<https://nccaafa.org>)

PUBLIC SERVICE

- Director, Culture Committee, Chinese-American Friendship Association in North Carolina (CAFA) (2014-Present)
 - o In charge of strategic planning on cultural events for CAFA
 - o Directs stage performances
 - o Plans and coordinates community events with other organizations, including Town of Cary, Town of Chapel Hill, Chinese School at Chapel Hill, Asian Focus, and International Focus.
- President, Chinese-American Friendship Association in North Carolina (2005-2006)
- Chair, Board of Directors, Chinese-American Friendship Association in North Carolina (2003-2004)
- President, Chinese Association for Science and Technology, NC Chapter (2004-2005)
- Principal, Raleigh Academy of Chinese Language (2002-2003)

References available upon request.

Profile

Which Boards would you like to apply for?

United Arts Grants Panels: Submitted

Please select your first Board preference: *

☒ United Arts Grants Panels

Please select your second Board preference: *

☒ Economic Development Commission

Please select your third Board preference: *

☒ Capital Area Workforce Development Board

Please select your fourth Board preference: *

☒ Wake County Steering Committee on Affordable Housing

Please select your fifth Board preference: *

☒ Greater Raleigh Convention and Visitors Bureau

Please select your sixth Board preference: *

☒ WakeMed Hospital Board of Directors

DONFirst Name

RMiddle Initial

AVERITTELast Name

3451 SUNCREST VILLAGE LNSuite or Apt

Street Address

RaleighCity

NCState

27616Postal Code

What district do you live in?

None Selected

Home: (919) 841-8774Primary Phone

Home: (828) 896-8663Alternate Phone

raveritte@gmail.comEmail Address

Twickenham Holdings LLCEmployer

VP MarketingJob 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 have lived in Wake County for over 30 years and have a passion for my community. I currently serve on the Human Relations Commission for the City of Raleigh and my work on that commission has spurred my interest to serve the county.

Work Experience

VP Marketing-Twickenham Holdings DBA Papa Murphy's Pizza LLC (We are the Papa Murphy's Pizza franchise of the Southeast). 2018-2022 VP Marketing and Operations-Smithfield's Chicken 'N Bar-B-Q 2005-20017

Volunteer Experience

City of Raleigh Human Relations Commission-Commissioner Activate Good-Board Member, Past Chair BLOOMHERE-Board Member, Past Chair A Place at The Table-Volunteer Me Fine Foundation-Past Board Member and Chair WAKE UP and Read-Volunteer

Education

N.C. State University

Comments

[chard_Averitte_resume_2021.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

DON R AVERITTE

Gender *

☒ Male

Ethnicity *

☒ Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

☒ Other

If you selected "Other" above, how?

Linked-In

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

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#Richard Averitte#####R#i#c#h#a#r#d#
#A#v#e#r#i#t#t#e###i#c#h#a#r#d#a#v#e#r#i#t#t#e#/#D#e#s#k#t#o#p#/#~#\$#c#h#a#r#d#
#A#v#e#r#i#

Profile**Which Boards would you like to apply for?**

United Arts Grants Panels: Submitted

Please select your first Board preference: *

☒ United Arts Grants Panels**Please select your second Board preference: ***

☒ Juvenile Crime Prevention Council**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

Jeremy

First Name

Lea

Middle Initial

Last Name

2828 Grande Valley Cir

Street Address

Suite or Apt

Cary

City

NC

State

27513

Postal Code

What district do you live in?

None Selected

Mobile: (704) 920-9230

Primary Phone

Mobile: (704) 920-9230

Alternate Phone

jjlea@ncsu.edu

Email Address

North Carolina State University

Employer

Full Time Ph.D. Student

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 am looking for an opportunity to continue to serve the Wake County community. After reading about these two committees, I believe this would be a great space to do so. I have a passion for the arts and have been involved in music programs since childhood- including a grant funded choral program. Additionally, I advocate for the arts in schools through my fraternal affiliations and additional volunteer opportunities. I also have experience with mentoring college and high school boys of color. Additionally my research in my Ph.D. program is centered around creating opportunities for Black men in higher education and beyond. I would enjoy an opportunity to utilize my mentorship and relational leadership abilities to prevent Wake County youth from entering the criminal justice system.

Work Experience

My work is centered in Higher Education over the past six years. I have worked in Student Affairs, most recently in Housing and Residence Life at several institutions. Additionally, I spent three years as a coordinator for a Black Male Initiative mentoring program at NC State University.

Volunteer Experience

I hold memberships in the following volunteer organizations: Winston-Salem State University National Alumni Association, North Carolina Chapter of American Choral Directors Association (Diversity and Equity Committee), Hugh O'Brian Youth Leadership Seminar (2018-2020), NAACP of Cabarrus County (2006-Present), Women's Home and Oversees Missionary Society- AME Zion Church

Education

B.A. History: Winston-Salem State University (2013) M.Ed. Higher Education: University of North Carolina Wilmington (2016) Ph.D. Higher Education Opportunity, Equity, and Justice: North Carolina State University (in progress)

Comments

[Professional Resume UTD.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 *

☒ African American

Other

How did you become aware of Wake County volunteer opportunities?

☒ County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

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JEREMY J. LEA

(GP: HE/HIM/HIS)

CARY, NORTH CAROLINA

PHONE: 704.920.9230 | E-MAIL: JEREMYJLEA@GMAIL.COM

RELATOR | MAXIMIZER | INPUT | CONNECTEDNESS | POSITIVITY

Education:

Doctor of Philosophy in Educational Leadership 2020- Current
North Carolina State University, Raleigh, North Carolina

Master of Education in Higher Education Administration 2014-2016
University of North Carolina Wilmington, Wilmington, North Carolina

Bachelor of Arts in History 2008-2013
Winston-Salem State University, Winston-Salem, North Carolina
Minor in Political Science, NC Millennium Teacher's Scholar

Related Work Experience:

Graduate Assistant- Teaching Fellows/ Early College STEM HS. 2020- Present
College of Education- North Carolina State University

- Develop professional development opportunities for 140 undergraduate students with intent to teach K-12 education.
- Assist in advising several committees made up of student leaders that provide team-building experiences for organization.
- Engage in consistent communication with graduate Teaching Fellow students who are completing NC licensure requirements.
- Utilize an intrusive advising method with 60 High School students who are taking college credits. Assist in enrolling students in courses each semester.
- Teach section of ED 104: Introduction to University Education for High School students.
- Serve on committee to develop B.U.I.L.D. (Brothers United in Leadership Development) conference which annually welcomes 100 young men of color to campus to engage with student leaders and fellow peers while deepening understanding of civic leadership and service.

Community Director 2017-2020
University Housing- North Carolina State University

Community/Department Responsibilities

- Provided direct oversight for a 650-bed hotel-style residential community that serves a diverse student population.
- Supervised 17 student leaders who serve as Resident Advisors as well as a Graduate

Student enrolled in the Higher Education Administration program at the University.

- Assisted University Housing in its development and implementation of “Experience and Engage,” the Residential Curriculum model at NC State University. Trained student staff leaders to carry out this transformative experience within the residential community and assessed implementation for community.
- Responded to crisis, facilities, and other concerns by serving on an on-call rotation for a portion of campus, in addition to serving on-call for the overall residential community during holidays and the summer.
- Provided routine check in and reporting for students exhibiting concerning behavior to academic and student affairs partners.
- Developed High Impact Trips for East Campus Residents to travel within the Southeastern US to engage in Social Justice education.
- Managed a \$7,000 budget for the community and assisted Graduate student in managing the Hall Council budget. Performed monthly audits of the budget and reported discrepancies to the Division of Academic and Student Affairs Finance Office.
- Worked collaboratively with department leadership to establish a centralized structure within the department as well as outline the duties of the newly established Community Director position.
- Instructed a section of ECD-220 College Student Development (RA Required Course)
- Served on ECD-220 Task Force in order to provide adjustments to required course for Resident Advisors.
- Worked in collaboration with Summer Camps and Conferences to provide an exceptional experience for a number of prospective students, families, and guests over the summer.
- Performed routine facility check-ups and worked with Assistant Director to identify areas of improvement for infrastructure within the community. Also identified areas of concern regarding the safety of students and worked with University Police to improve them.

Program Coordinator- Black Male Initiative Learning Village

- In collaboration with the Assistant Director of East Campus, served as a director of the day-to-day operations of a 40-person living and learning village housed in the community.
- Provided direct supervision of 2 Village Resident Advisors as well as 4 Village Mentors who provided programming, community building, and identity development to the village members.
- Provided a programmatic experience grounded in critical theory for black male students that focuses on identity development, success, and academic achievement.
- Worked in collaboration with Assistant Director to develop curriculum model, learning outcomes, and assessment instruments for learning village.
- Developed and executed various High Impact Trips for village members to expand their understanding of the impact of power, privilege, and oppression towards people of Color in the Southeastern United States.
- Enhanced recruitment strategies which sought to identify prospective first-year men of color to join the learning village and live in the community.
- Utilized assessment data to continue to develop strategies to aid students in obtaining college degrees.
- Managed \$25,000 village budget and provided a monthly audit of funds. Report discrepancies to Division of Academic and Student Affairs Finance office.
- Developed and maintained relationships with campus partners housed in both academic and student affairs areas at the University; most notably, the College of Education,

Women's Center, GLBT Center, and Multicultural Student Affairs.

- Develop High Impact Initiatives including speakers, programming, and trips for village members.
- Serve as a member of the Advisory Board for Learning Village.

Residence Director

2016- 2017

Department of Housing and Residential Life- Texas State University

- Provided direct oversight for 480 residents in two undergraduate residential halls and co-supervised a residential area of five residential halls and approximately 1400 residents
- Served as a conduct officer for residence halls
- Supervised and provided professional and leadership development for 13 Resident Assistants and 6 Desk Workers
- Recruited and advised two Residence Hall Councils of primarily first year students
- Designed and implemented a residential curriculum which focused on programming, student interaction, and community engagement
- Managed a fiscally responsible budget for programming, staff development, and hall councils
- Served on an on-call rotation and responded to crisis situations for over 6,000 residents.
- Served on the Student Staff Committee and assisted in re-designing the selection process for Resident Assistants and Desk Assistants
- Served on the Awards and Recognition Committee and assisted in developing recognition opportunities for the DHRL staff and larger University community. Also assisted in planning the RA Awards banquet

Assistant Residence Coordinator, Schwartz Hall and University Suites

2015-2016

Housing and Residence Life- University of North Carolina Wilmington

- Shared in the oversight of a 620-person undergraduate residential area consisting of first year students, athletes, living and learning communities, as well as Greek housing
- Supervised 10 undergraduate students who served as area Desk Receptionists as well as coordinated 24-hour coverage of the area desk
- Advised an Area Council and educated these students on effective leadership, budget management, and programming
- Served on an on-call duty rotation and responded to crisis situations for over 4,000 residents
- Facilitated the recruitment, selections, and training of additional desk staff
- Served on the Resident Assistant Leadership and Development committee which planned professional development opportunities throughout the academic year
- Served on the Resident Assistant Recruitment Committee which facilitates the recruitment and selection of Resident Assistants for the next academic year

Selected Accomplishments and Facilitation Experiences:

North Carolina State University

- Awardee: "Nkonsonkonson" Mentorship Award, African-American Cultural Center
- Awardee: Chancellor Creating Community Award, Office of Institutional Equity and Diversity
- NC State University Staff Senate- District 24 (Division of Academic and Student Affairs)

- Member, Vice-Chancellor of the Division of Academic and Student Affairs Staff Advisory Council
- Instructor: ECD 220 RA Leadership Course (Spring 2018, 2019, 2020)
- Instructor: ED 104 Introduction to University Education (Spring 2021)
- Mentor: Chancellor Leadership Development Program (2017-2019)
- Presenter: “Keep Your Head Up, King: The Importance of Mentorship for Black College Men” Black Solidarity Day 2021 sponsored by Elon University
- Presenter: “It’s A Different World: Black Male Learning Villages and Its Impact on Community” Southeast Association of Housing Officers Annual Conference, 2018

Texas State University

- Facilitator: Equality University Social Justice Training (2017)

University of North Carolina Wilmington

- Facilitator: Access and Excellence: A Balancing Act in Public Education- Dr. Terrell Strayhorn at UNC Wilmington (2014)

Certifications

- SafeZone, Multiple Universities
- DREAMzone Training, Texas State University
- Green Zone, NC State University
- Career Identity Program Coach, NC State University
- QPR, Title IX, Clery, Multiple Universities
- GLBT Advocate Program, North Carolina State University

Profile

Which Boards would you like to apply for?

United Arts Grants Panels: Submitted

Please select your first Board preference: *

☒ United Arts Grants Panels

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

Shannon

First Name

Baxter

Last Name

314 S Arendell Ave

Street Address

Suite or Apt

Zebulon

City

NC

State

27597

Postal Code

What district do you live in?

None Selected

Mobile: (919) 404-7544

Primary Phone

Business: (919) 665-5038

Alternate Phone

snarkybeekeeper@gmail.com

Email Address

Town of Zebulon

Employer

Commissioner

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:

☒ Zebulon

Interests & Experiences

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

I would like to get more involved with the United Arts Council and assist in decision making for pieces in Wakes County

Work Experience

Marketing Trainee, BP, Chicago MWBU Financial Analyst, BP, Chicago MWBU 7th Grade Life Science Teacher, Ashtabula School System, OH Business Owner, Baxter's Bees, Zebulon, NC Commissioner, Town of Zebulon, NC

Volunteer Experience

Wake County Food Hub Coordinator Meals on Wheels Delivery Backpack Buddies Zebulon United Methodist Church Food Pantry Bread For Life of America Town of Zebulon Planning Board

Education

BS Biology, Ohio State Journeyman Beekeeper, NCSBA

Comments

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

Shannon Baxter

Ethnicity *

☒ Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

☒ Other

If you selected "Other" above, how?

Facebook

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Please select your first Board preference: *

☒ United Arts Grants Panels**Please select your second Board preference: ***

☒ Housing Authority**Please select your third Board preference: ***

☒ Economic Development Commission**Please select your fourth Board preference: ***

☒ Juvenile Crime Prevention Council**Please select your fifth Board preference: ***

☒ Information Technology Advisory Committee**Please select your sixth Board preference: ***

☒ Human Services Board

Wayne

First Name

D

Middle Initial

McCullers

Last Name

2852 Glastonbury Road

Street Address

Suite or Apt

Apex

City

NC

State

27539

Postal Code

What district do you live in?

None Selected

Home: (919) 413-6930

Primary Phone

Home: (919) 413-5283

Alternate Phone

wayne_mccullers@yahoo.com

Email Address

Iqvia Biotech

Employer

Senior Safety Systems Specialist

Job Title

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

☐ Yes ☒ No

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

☒ Apex

Interests & Experiences

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

To understand the underlying issues at the State and Local level and help with solutions.

Work Experience

Iqvia Biotech: 2018-Current Premier Research: 2017-2018 PPD: 2014-2017

Volunteer Experience

1. Community outreach through various Church organizations 2. Helping the homeless through my own merits

Education

Saint Leo University ECPI

Comments

[McCullers_Wayne_2022.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 *

☒ 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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Wayne McCullers

2852 Glastonbury Rd.

Apex NC, 27539

Wayne_mccullers@yahoo.com

919-413-6930

Therapeutic Experience Summary: **Oncology (10 yrs.)** Lymphoma Phase (II), Kidney Cancer Phase (I), Pancreatic Cancer Phase (II). **Dermatology (2yrs)** Atopic Dermatitis Phase (III). **Musculoskeletal (8yrs)** Rheumatoid Arthritis Phase (II). **Nervous System (2yrs)** Parkinson's Phase (I), Schizophrenia Phase (I). **Respiratory (2yrs)** Allergic Rhinitis (II). **Endocrinology (6yrs)** Diabetes Phase (I, II, III), Hyperplasia (2yrs) Phase III.

Professional Experience

IQVIA BIOTECH

Morrisville, NC

Jun. 2020 - Present

Senior Safety Systems Specialist

- Enterprise creation
- User maintenance
- Study design
- E2B exporting and importing
- Aggregate reporting
- Expedited Reporting
- Periodic Reporting
- Liaises with IT and Safety to facilitate timely resolution of system requests
- Develops and maintains reports related to Safety; provides regular updates to Safety team members on status of reporting activities
- Creates and executes system validation
- Leads internal and client calls when Safety technical support is required; communicates technical information clearly and concisely to non-technical individuals
- Prepares safety reports for submission to Sponsors, Regulatory Authorities or Investigators
- Performs project related study close-out and archival tasks
- Assists management and/or Safety Management Lead in writing Standard Operating Procedures and developing documents related to intake/triage functions, including study-specific processes
- Assists management in defining and implementing process improvement activities to increase efficiency within the Safety Management department.
- Mentors and/or trains new Safety staff
- Performs other duties as assigned by manager
- Maintains and further develop Content Management System (CMS)

IQVIA BIOTECH

Morrisville, NC

Jan. 2018 – Jun. 2020

Safety Systems Specialist I

- Enterprise creation
- User maintenance
- Study design
- E2B exporting and importing
- Aggregate reporting
- Expedited Reporting
- Periodic Reporting
- Liaises with IT and Safety to facilitate timely resolution of system requests
- Develops and maintains reports related to Safety; provides regular updates to Safety team members on status of reporting activities
- Creates and executes system validation
- Leads internal and client calls when Safety technical support is required; communicates technical information clearly and concisely to non-technical individuals
- Prepares safety reports for submission to Sponsors, Regulatory Authorities or Investigators
- Performs project related study close-out and archival tasks
- Assists management and/or Safety Management Lead in writing Standard Operating Procedures and developing documents related to intake/triage functions, including study-specific processes
- Assists management in defining and implementing process improvement activities to increase efficiency within the Safety Management department.
- Mentors and/or trains new Safety staff
- Performs other duties as assigned by manager

Premier Research

Durham, North Carolina

Jan. 2017 – Jan 2018

Site Recruitment Associate II

- Takes independent responsibility for assigned site identification projects
- Works with study team for projects with increased protocol complexity, site numbers, plan to identify potential sites and/or customer SOPs or processes
- Utilizes historic site performance metrics, cluster sites, partner sites, Medical Informatics data, and other data to identify potential sites
- Creates and executes all Site Recruitment Questionnaires globally to support global trial initiation
- Maintains the Company Template Site Recruitment Questionnaire (SRQ)

- Creates, delivers and obtains the SRQ from all PI's and/or sites for study participation consideration
- Assists in the design and implementation of all relevant systems including, but not limited to, the site identification metrics and reporting, surveys, etc.
- Creates and maintains relationship with sites and obtains updated information at least on a yearly basis
- Updates Investigator Database with information obtained during the site selection process as well as after studies have completed
- Submits and reviews investigators for quality assurance status as applicable
- Tracks all project activities in tracking system
- Designs, distributes, tracks and reviews Site Recruitment Questionnaires (SRQs) for completeness, site capability and availability based on project specific requirements and needs
- Provides project progress reports to Internal and External project teams including department management
- Adheres to project timelines
- Reviews and tiers sites for contact based on historical site performance and other required criteria
- Enters new sites and investigators into the Investigator Database, reviewing entries for duplicates
- Responds to site questions about assigned studies in a timely manner
- Collects information on submission deadlines and timeline metrics for Regulatory Authority, Ethics Committees, Investigational Review Boards and other local bodies as appropriate. Liaises with internal customers to review areas that impact study start-up. Shares Site Identification and Recruitment information with the project team
- Works within the scope of Clinical Management Plan (CMP), study processes, ICH-GCP and/or ISO14155 and any other requirements mandated by the study

PPD

Morrisville, NC

Apr. 2007 – Jul. 2010; Jan. 2015 – Jan. 2017

Feasibility Specialist (Feb. 2016 – Jan. 2017)

- Coordinates the execution of non-billable and billable feasibility studies and site prioritization activity and interacts with global clinical and project management teams
- Contributes to the delivery of feasibility reports and site recommendations which are provided as client deliverables and also serve to assist PPD in understanding potential therapeutic and delivery enrollment challenges and to win new business
- Participates, as requested, in clinical intelligence gathering initiatives as alternatives to survey-driven feasibility assessments
- Assists Clinical Management to expedite feasibility, site selection and study start-up;

Ensures all privacy legislation and policies are followed

- Participates in process improvement initiatives for Feasibility & Site Identification

Safety Administrator II (Jan. 2015 – Feb. 2016)

- Provide administrative support to the Post-Approval Pharmacovigilance Department for global and domestic clinical trials
- Participate in safety database entry, quality control, report distribution, program file creation and maintenance, and document management for assigned studies
- Effectively communicate with program team members and client contacts
- Responsible for adhering to PPD's corporate policies and SOPs/WPDs

Safety Administrator II (Aug. 2008 – Jul. 2010)

Safety Administrator I (Apr. 2007 – Aug. 2008)

- Provided administrative support to the Pharmacovigilance Department for global and domestic clinical trials
- Worked in conjunction with Safety Specialist to ensure quality of documentation and timeliness of deliverables is achieved
- Trained and mentor junior Safety Administrators for the department
- Performed data entry of site specific information from SAE report forms into safety databases as well as Access and Excel tracking databases
- Participated in quality control, report distribution, project file creation and maintenance for assigned studies
- Provided back up IIC safety support by answering the safety hotline phone, triaging incoming investigator site documents and distributing information to the assigned project staff
- Assisted in the audit readiness process for assigned studies and with preparation of materials for internal and Client audits
- Responsible for adhering to PPD's corporate policies and SOPs/WPDs
- Assisted with project start up and close out activities including archival of documents

Parexel International

Durham, North Carolina

Oct. 2011 – Sep. 2014

US Site Intelligence Analyst I

- Analyzed investigative site lists to ensure investigator compliance, data completeness
- Programmed PAREXEL Survey in support of feasibility, pre-qualification, Site Intelligence Responsibilities also include creation of PAREXEL Survey, and support on other systems, and tools during feasibility and prequalification processes
- Analyzed reports to identify deficits in PAREXEL's pool of qualified investigators
- Maintain and upload qualified investigators within the company's database
- Completion of all assigned helpdesk tickets

Quintiles

Durham, NC

Jul. 2010 – Oct. 2011

Operations Coordinator II (Team Lead)

- Assisted in processing of Lifecycle Safety data by collecting and tracking incoming Adverse Events (AE)/endpoint information
- Assisted with project workflow including database entry, quality control activities, and generation of Lifecycle Safety data reports and preparation of Lifecycle Safety submission dossiers
- Assisted with deadline quality measurements, as directed by operations team member or manager

Education

ECPI Computer College, Raleigh, NC

A.T., Computer Technology

Saint Leo University, Saint Leo, FL

B.A, Business Management (continuing)

Profile**Which Boards would you like to apply for?**

United Arts Grants Panels: Submitted

Please select your first Board preference: *

☒ GoTriangle Board of Trustees**Please select your second Board preference: ***

☒ Triangle Transit Authority Board**Please select your third Board preference: ***

☒ Open Space and Parks Advisory Committee**Please select your fourth Board preference: ***

☒ Library Commission**Please select your fifth Board preference: ***

☒ Historic Preservation Commission**Please select your sixth Board preference: ***

☒ United Arts Grants Panels

Christopher

First Name

Pereira

Last Name

2509 laurelcherry street

Street Address

Suite or Apt

Raleigh

City

NC

State

27612

Postal Code

What district do you live in?

None Selected

Mobile: (704) 564-4339

Primary Phone

Home: (704) 564-4339

Alternate Phone

crjpereira85@gmail.com

Email Address

Smarsh Inc.

Employer

Senior Corporate Counsel

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 believe in citizen empowerment and involvement, and in giving back. I have a wide array of experiences that I believe will help me to contribute to any number of boards.

Work Experience

I'm an attorney and college professor and former banker.

Volunteer Experience

Legal Aid of North Carolina (current), Leukemia and Lymphoma Society (former), Habitat for Humanity (former)

Education

BA Political Science, Appalachian State University BSBA Marketing, Appalachian State University JD, Wake Forest University School of Law

Comments

[resume_2021.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

Christopher Pereira

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

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](#).

Christopher Pereira

CHRISTOPHER R. PEREIRA

2509 Laurelcherry Street • Raleigh, NC 27612 • 704.564.4339 • crjpereira85@gmail.com

EXPERIENCE

Strategic Sourcing Consultant, WELLS FARGO BANK, N.A., Charlotte, NC

May 2015 – present

Strategic Sourcing Consultant II

November 2016 - present

- Serves as primary contract negotiator for all Wells Fargo Digital Platform commercial transactions, and in that role specializes in drafting, reviewing and negotiating all types of technology contracts, including licensing agreements (software, hardware, appliance (software preloaded on hardware)), transaction documents (software/hosted technology schedules, maintenance services agreements, implementation services statements of work), software as a service (SaaS), platform as a service (PaaS) (public, private and hybrid), infrastructure as a service (IaaS), hosted technology deals (including cloud computing, application services and application programming interfaces (APIs)), subscription agreements, software development kits (SDKs), evaluations, proofs of concept (POCs), statements of work (for consulting and general professional services), data protection agreements, end user licensing agreements (EULAs) and end user software agreements (EUSAs)
- Supports the Consumer Small Business Banking (CSBB, formerly Community Bank), Strategy, Digital & Innovation (SDI, formerly Payments, Virtual Solutions & Innovation (PVSII)) and Wells Fargo Technology (WFT) lines of business (LOBs), as well as various other enterprise-wide groups that need to engage in digital channels
- Frequently negotiates complex legal matters, including terms and concepts around licensing, payments (PCI DSS), e-commerce (eSign, eVerify), artificial intelligence (AI), bots and machine learning, privacy and data protection (GDPR, CCPA, personally identifiable information (PII)), APIs, cloud services, social media, information security, code reviews, source code escrow, license metrics, license swaps, confidentiality (including confidential supervisory information (CSI)), warranties, limitation of liability, indemnification, intellectual property and work product ownership, free and open source software (FOSS) and service level agreements (SLAs)
- Extensive experience leading negotiations around customer experience (CX), digital marketing (including serving as enterprise sourcing subject matter expert (SME) for social media management vendors/platforms), fraud prevention and protection (including experience with general and country code top level domain monitoring, phishing and vishing, and serving as enterprise sourcing SME for enterprise anti-fraud suite of products), and electronic signatures and verifications (including serving as enterprise sourcing SME for e-signature, a role that included running the request for proposal (RFP) for an enterprise wide e-signature solution that delivered over \$15MM in cost avoidance for Wells Fargo, serving as lead contract negotiator with the industry leader in e-signature, and currently managing the contract relationship with the enterprise's e-signature vendor, a role that has become particularly critical during the COVID pandemic as multiple LOBs have come to rely on e-verification products such as remote online notarization and mobile identity verification)
- Serves as the project manager for dozens of simultaneous sourcing efforts, collaborating with multiple LOBs in order to negotiate with vendors for both pricing and terms, obtain approval from various internal regulatory stakeholders within the enterprise (including operational risk, Supplier Management, Third Party Organization, the professional services clearinghouse, Third Party Hosted Services, Technology Standards Center, Technology Assets Operations, WFT, Information Security, Enterprise Architecture and the Software License Compliance Team), and present to executive leadership across various LOBs to obtain approval and achieve full execution of finished deals
- Serves as the enterprise sourcing SME on several large (over \$5MM annual spend) strategic vendor relationships, and as such has provided executive level briefings and white papers to WF's CEO and SEVP over WFT
- Frequently negotiates multimillion dollar deals with leading national and international technology and software vendors
- Responsible for over \$35MM in savings and cost avoidance for the enterprise since late 2016
- Conducts reviews of strategic vendor relationships and collaborates with LOBs to recognize and identify future savings and cost avoidance opportunities
- Frequently conducts sourcing events to seek further enterprise savings, both by leveraging the enterprise's relationship and position with vendors and by consolidating needs from multiple LOBs to realize volume discounts when possible
- Possesses a high level of experience and comfort conducting RFPs, Requests for Information (RFIs), Requests for Quotation (RFQs) and Reverse Auctions
- Possesses and exhibits a high level of familiarity with fintech companies, concepts, products and trends
- Reviews existing contracts with an eye towards reducing risk, process improvement, template improvement, facilitating decision making between multiple stakeholders, and ensuring compliance with contract terms, Wells Fargo aims and initiatives and governmental regulation
- Frequently works with Wells Fargo Accelerator program (Wells Fargo's startup incubator), including contracting with startups that have participated in the program, and have built familiarity with venture capital with respect to technology startups generally and with the technology startup accelerator/incubator model and process specifically

- Led Wells Fargo Strategic Sourcing in received Shared Success awards in 2020 (WF's peer recognition program)

Strategic Sourcing Consultant I

May 2015 – November 2016

- Worked within Supply Chain Management group of the Finance organization of Wells Fargo, supporting enterprise-wide sourcing efforts
- Managed sourcing relationships by drafting and negotiating contracts between bank LOBs and vendors
- Guided various agreements from inception to execution, including master service agreements, category attachments, country attachments, schedules, statements of work, amendments, change orders, escrow agreements, partnership deals, marketing agreements, non-disclosure agreements, software licensing agreements and terminations
- Extensive experience negotiating professional services engagements, particularly with large consulting firms, developing expertise in setting and developing rate cards, resource levels, SLAs, project plans and implementation timelines
- Developed strong familiarity with mergers, acquisitions and divestitures, and supported both integration and separation of large and small business units
- Extensive project management and process improvement experience from helping to develop pilot program for revamping the enterprise customer complaint system, which included designing and implementing best practices for managing outward facing vendors to ensure compliance with federal regulations
- Worked frequently with Credit Card, Virtual Channels, Technology, Consumer Lending, Community Bank, Market Data, Marketing, Wholesale, Wealth and Investment Management and Event/Sponsorship lines of business

Attorney & Principal, LAW OFFICE OF CHRISTOPHER R. PEREIRA, Charlotte, NC

April 2012 - Present
(pro bono May 2015 - Present)

- Practice focused on contract law, small business startup and incorporation, copyright and trademarks, regulatory compliance, media law, privacy law, data protection, e-commerce, nonprofit startup and incorporation
- Provided consulting for litigation matters
- Advised clients in numerous niche spaces, including payments, fintech, venture capital funding, breweries, neighborhood development corporations, and 501c3 organization

Adjunct Professor, QUEENS UNIVERSITY, Charlotte, NC

Fall 2013 – Fall 2017

- Instructor of *Media Law and Ethics* and *Mass Communication Theory* courses to upper-level undergraduates
- Research interests include internet privacy, the evolution of first amendment rights in the digital age, copyrights and the free use of IP, and the general effect of the proliferation of digital literacy on society

Litigation Attorney, TOWER LEGAL SOLUTIONS, Charlotte, NC

May 2013 – May 2015

- Senior review attorney and frequent team lead, provided guidance, instruction and reviewed the work of other attorneys
- Supervisory role
- SME for litigation regarding collateralized debt obligations (CDOs) for major financial institution clients and sourcing patterns in anti-trust litigation
- Lead Spanish language review, interpreting Spanish language documents and Portuguese language documents, including master services agreements, transaction documents and licensing agreements
- Audited bank files to examine compliance with federal regulatory statutes including the Bank Secrecy Act, Dodd-Frank, the Exchange Act, and Sarbanes-Oxley, as well as with various regulations from the Office of the Comptroller of the Currency (OCC), Committee on Foreign Investment in the United States (CFIUS), Federal Reserve Board, Federal Deposit Insurance Corporation (FDIC), Financial Industry Regulatory Authority (FINRA), the Securities and Exchange Commission (SEC) and various state banking regulators
- Reviewed and advised on bank compliance with federal regulations in the financial services industry, including suspicious activity reports (SARs), matters requiring attention (MRAs), matters requiring immediate attention (MIRAs) and matters requiring board attention (MRBAs)
- Audited pharmaceutical and medical device company files to examine compliance with state and federal regulatory statutes surrounding consumer protection, fraud and antitrust matters

Contract Review Attorney, CAROLINA LEGAL STAFFING, Charlotte, NC

July 2012 – May 2013

- Frequently lead teams of reviewers as part of larger reviews, and in that role gave instruction and guidance to team members, reviewed work output and made sure team production goals and deadlines were met
- Supervisory role
- SME regarding compliance with state utility regulations and applicable law for litigation over merger that created the largest electric-power holding company in the country
- Assisted in defense in patent infringement case between two of the world's leading tablet manufacturers
- Reviewed and advised on bank compliance with state and federal regulations in the financial services industry, including SARs, MRAs, MIRAs, and MRBAs
- Reviewed and advised on utilities' compliance with multiple state utility regulations, including reviewing site plans, maintenance records and high-level correspondence with respect to several aspects of the energy

industry, including physical generator plant construction and maintenance and consumption and contracting for renewable energy

- Contract Counsel, CARDINAL INNOVATIONS HEALTHCARE SOLUTIONS, Kannapolis, NC** May 2012 – July 2012
- Advised on suitability and qualification of medical providers in newly opening catchment areas
 - Audited medical professionals to verify certifications and background checks met state standards for Medicaid contracts
 - Guided contracts from drafting to execution, tracking certification steps and collaborating with the finance department through the use of Sharepoint and Excel
 - Performed under pressure to meet deadlines set by the state government for providing behavioral health Medicaid coverage
 - Ensured compliance with state regulatory guidelines in regards to sourcing practices and Medicaid funding for Cardinal as well as for medical professional partners
- Contract Counsel, DISCOVERY READY, Charlotte, NC** August 2011 – May 2012
- Audited and analyzed risk from collected records of client financial institutions
 - Examined and advised on the compliance of clients with federal and state regulatory requirements
 - Performed electronic discovery work on a number of leading software platforms, including extensive metadata analysis
 - For client's large antitrust cases, critically evaluated contracts and records to look for patterns in sourcing strategy and evidence of horizontal conspiracy in numerous fields, including medical device supply, energy consumption/grid supply and consumer electronics
 - SME on confidentiality, privilege and data protection
- Contract Counsel, MCGUIREWOODS LLP, Charlotte, NC** February 2011 – August 2011
- Prepared defensive litigation strategy for client financial institutions in the areas of consumer lending, CDO liability and employment discrimination
 - Analyzed risk exposures for a major financial institution by reviewing contracts for their Supply Chain division, including master service agreements and statements of work for software support, various integrated logistics contracts and office supply contracts, including a number of contracts with software and management consulting firms concerning services and products used by the institution
 - Investigated and examined several major financial institutions' practices concerning residential mortgage backed securities and other CDOs and analyzed risk exposure and liability
 - Determined legal responsiveness through attention to detail and conducted first-pass review, second-pass review and quality control review
 - SME on confidentiality, privilege and data protection
- Associate, JAMES B. WILSON, JR. AND ASSOCIATES, Winston-Salem, NC** September 2009 – April 2010
- Screened, deposed, advised and interacted with clients in a bilingual general practice law office
 - Mediated and negotiated with adverse parties
 - Drafted various contracts, motions and pleadings and prepared cases for litigation
 - Analyzed and coordinated cases on criminal defense, civil asset forfeiture, residential and commercial real estate, small business incorporation and landlord-tenant issues
- Law Clerk, COOK COUNTY STATE'S ATTORNEY'S OFFICE, Chicago, IL** May 2009 – January 2010
- Investigated, evaluated and advised on compliance with federal and state regulatory guidelines on campaign finance, fraud and anti-money laundering statutes for prosecution through the Special Prosecutions Bureau, Government and Financial Crimes Division
 - Participated in long-term criminal prosecution of organized auto theft ring operating under the cover of a towing and salvage company and in bait car sting operations in conjunction with the Chicago Police Department through the Special Prosecutions Bureau, Auto Theft Division
 - Represented the county during witness preparation, pleas, motions, bench trials and sentencing hearings under Section 711 license in the Criminal Prosecutions Bureau, Felony Trials Division
 - Conducted extensive legal research on federal circuit court precedent regarding entrapment, illegal search and seizures and the components of lawful police stops
 - Participated in the prosecution of defendants accused of violent felony offenses

EDUCATION

WAKE FOREST UNIVERSITY SCHOOL OF LAW, Winston-Salem, NC

Juris Doctor

- **Honors: Wake Forest Law Faculty Scholar**
- **1L & 2L Representative**, Wake Forest Student Bar Association
- Studied Comparative Constitutional and Family Law under Supreme Court Justice Ruth Bader Ginsburg during Wake Forest study abroad at Ca'Foscari University, Venice, Italy

APPALACHIAN STATE UNIVERSITY, Boone, NC

Bachelor of Science Business Administration in Marketing

Bachelor of Arts in Political Science

- **Honors: Holland Fellowship, Dean's List, Borrelli Family Leadership Award with Distinction**
- **Student Body Vice President**
- **President**, Student Senate
- **President**, Delta Chi social fraternity, Appalachian State Chapter

FUDAN UNIVERSITY, Shanghai, China

International Business

- Participated in accelerated business and industrial immersion program in Beijing, Shanghai, Chengdu and Hong Kong
- Worked in a collaborative setting with Chinese students to research and prepare a detailed study on the Chinese automobile industry
- Took instructions in Mandarin Chinese, traditional Chinese etiquette and Chinese business etiquette

SKILLS, CERTIFICATIONS, DISTINCTIONS AND INTERESTS

Member, North Carolina Bar (**Active**; Bar #: 43988), Wake County Bar, American Bar Association

Proficient in Spanish (written and oral)

Proficient with Microsoft Office suite (Word, Excel, Outlook, Powerpoint), SAP Ariba, IBM Emptoris, Beeline, Oracle Business Intelligence, Tableau, Sharepoint, Relativity, Concordance, Catalyst, Cricket, Kroll

Volunteer, North Carolina Legal Aid

Familiar with HTML and SQL

2+ years of management experience in previous jobs (supervisory roles w/ hiring/firing capacity and budget responsibility), can provide upon request

Eagle Scout, Boy Scouts of America