

Commission for Women

Applicants

1. Ms. Sherry Baldwin
7107 Lovko Lane
Raleigh, NC 27613
(Lives in 7)
A/F
Board 1 of 6
2. Ms. Joy Belk
1107 Buckhorn Rd
Garner, NC 27529-3754
(Lives in District 2)
A/F
Board 2 of 2
3. Ms. Dana Ben Halim
1002 Grogans Mills Drive
Cary, NC 27519
(Lives in District 3)
O/F
Board 1 of 1
4. Ms. Tanesha Boldin
1138 Sterling Green Drive
Morrisville , NC 27560
(Lives in District 3)
/F
Board 1 of 6
5. Ms. Brenda Buchanan
1023 Dominion Oak Circle
Cary, NC 27519
(Lives in District 7)
A/F
Board 3 of 6
6. Ms. Stefani Buster
5541 Sea Daisy Dr
Raleigh, NC 27607
(Lives in District 4)
/F
Board 3 of 6
7. Ms. Alicia Carcerano
328 Nothwood Drive
Raleigh, NC 27609
(Lives in District 6)
C/F
Board 1 of 6
8. Mr. Jonathan Clark
2932 Sunnystone Way
Raleigh, NC 27613
(Lives in District 6)
C/M
Board 4 of 6
9. Ms. Kelly Collins
4010 Arckelton Drive
Raleigh, NC 27612
(Lives in 7)
A/F
Board 2 of 2
10. Ms. Nicole Cush
3709 Arthur Pierce Road
Apex, NC 27539
(Lives in District 4)
A/F
Board 1 of 6

11. Ms. Leslie Derosset
728 Pebblebrook Drive
Raleigh, NC 27609
(Lives in District 6)
C/F
Board 3 of 3
12. Ms. Toni Duke
10 Yates Dr
Zebulon, NC 27597
(Lives in District 1)
C/F
Board 2 of 3
13. Mr. Cedric Harris
5932 Shady Grove Circle
Raleigh, NC 27609
(Lives in District 6)
A/M
Board 5 of 6
14. Ms. Shelley Hollingsworth
5215 Vann Street
Raleigh, NC 27606
(Lives in District 4)
C/F
Board 1 of 6
15. Ms. Jameriala Jones
7722 Kingsberry Court
Raleigh, NC 27615
(Lives in District 7)
A/F
Board 1 of 3
16. Ms. Kelsey Lyons
3200 Optimist Farm Rd
Apex, NC 27539
(Lives in 4)
C/F
Board 2 of 6
17. Ms. Melissa Martin
68 Wood Green Drive
Wendell, NC 27591
(Lives in District 1)
A/F
Board 1 of 1
18. Ms. Amanda Miller
1902 Fairfield Drive
Raleigh, NC 27608
(Lives in District 5)
C/F
Board 1 of 6
19. Ms. Jeanne Pearce
1001 Spanish Moss Lane
Garner, NC 27529
(Lives in District 2)
O/F
Board 3 of 6
20. Ms. Patryce Rispress
514 Old Scarborough Ln
Garner, NC 27529
(Lives in District 2)
A/F
Board 1 of 4

- | | |
|---|--|
| 21. Ms. P. Angelicia Simmons
5122 Thornton Knoll Way
Raleigh, NC 27616
(Lives in District 1)
A/F
Board 6 of 6 | 22. Ms. Shelley Sink
5417 Olive Road
Raleigh, NC 27606
(Lives in District 4)
C/F
Board 1 of 6 |
| 23. Ms. Susan Stevens
105 Settlecroft Lane
Holly Springs, NC 27540
(Lives in District 2)
C/F
Board 1 of 3 | 24. Ms. Joanne Sullivan
8313 Greywinds Drive
Raleigh, NC 27615
(Lives in District 6)
C/F
Board 1 of 1 |
| 25. Ms. Maureen Tarquini
3613 Lion Ridge Ct
Raleigh, NC 27612
(Lives in District 7)
C/F
Board 1 of 1 | 26. Ms. Christa Washington
9910 Reanne Court
Raleigh, NC 27617
(Lives in District 7)
A/F
Board 3 of 6 |
| 27. Ms. Lamara Williams-Jones
117 Parkhaven Lane
Garner, NC 27529
(Lives in 5)
A/F
Board 2 of 2 | 28. Ms. Mary Williams-Stover
1215 Balmoral Drive
Cary, NC 27511
(Lives in District 3)
A/F
Board 1 of 4 |
| 29. Ms. Crystal Williams
702 Whitley Way
Wendell, NC 27591
(Lives in District 1)
A/F
Board 1 of 1 | 30. Ms. Mattie Williams
4236 Cashew Dr
Raleigh, NC 27616
(Lives in District 1)
A/F
Board 1 of 3 |

31. Ms. Paula Wolf
616 Weathergreen Drive
Raleigh, NC 27615-3221
(Lives in District 6)
C/F
Board 1 of 2

Volunteer Application Wake County Advisory Boards and Commissions

Sherry Baldwin

7107 Lovko Lane

Raleigh, NC 27613

919-345-3915

919-707-9603

mailto:baldwinsherry32@yahoo.com

I am a(n) 49-year old African American, Female. I am currently employed by Deptment of Commerce as a(n) Administrative Assistative. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Human Services Board
3. Domestic Violence Fatality Review Team
4. Adult Care Home Community Advisory Committee
5. Historic Preservation Commission
6. Juvenile Crime Prevention Council

Township: Raleigh

Work Experience: Employment Security Commission

My work involves processing unemployment claims and keying for eligibility determination. All individuals who file a claim with the remote call center is interviewed. The pertinent information is obtained for updating appropriate information on unemployment system database. Exploring the claimant's work history during the past years to determine claim type. Determine the last Bona Fide last employer for appropriate claim process. Explanation and review of the Monetarily determination and wage transcript details, earning allowance of weekly benefit amount of claimants claim. Each person who files a new claim for unemployment benefits receives benefits rights and responsibilities of claim filing process. Also during the initial intake interview specific facts on separations, quits, employed verses unemployed, school attendance and relocation statements obtained. The statements are completed via the agency Fact Finders documents for investigation with the Adjudication department. These documents are referred to Adjudication department for investigation and determination to be rendered.

Employment Security Commission

P.O. Box 25903

Raleigh, NC 25903

Position Adjudicator Hours/Week40Monthly Salary34000Employees Supervised Dates March 2008 - April 2009 Supervisor Gail London, Director/Supervisor Reason For Leaving The Adjudicator I position was time-limited with reinstatement. The position was coming to an end. A job offer was made for position with the Remote Service Center. The opportunity to remain employed with the Agency and learn the initial process of claims. May we contact this employer? Yes Duties Summary My work involved determining the

eligibility of unemployment benefits as required by Federal and State unemployment law for separation issues and all issues specific to unemployment UI claim. My work as an investigator included contacting claimants, employers and other interested parties to obtain specific facts surrounding the claimant's eligibility for the unemployment benefits. The submittal of determination base upon the Federal UI law from the review of fact base information. The documentation of all facts in a report for Appellants and attorneys for hearings. The analyze review of facts from both Employers and Claimants. Also processed strong communication skills to obtain accurate process of determination to both parties.

Volunteer
Experience:

Certificate of Excellence Award with State of North Carolina for Five Years of Service, Project Management Certificate training at North Carolina State University, Justice Serve Advocate for indigent population for court cases and Guardian Ad litem; Sworn in Volunteer for the State of North Carolina. Walden University (2) years of Master Degree program Mental Health Counseling - uncompleted program. North Carolina Notary

I have worked in the private, volunteer opportunities and currently State Government Department of Commerce. I currently assistance customer each day with review all policies and procedures of the unemployment claim process. The initial review of the claim is checking claimant's information for accuracy. Second, ensuring claim is processing and reviewing components of filing on the claim weekly. The explanation of adjudication process of claim expectation of resolve.

SEANC scholarship Chair North East Region

Education:

North Carolina Central University/Public Administration, Bachelor's Degree Graduated December 1992

North Carolina Notary-Issued September 2015: Expire June 2020

Substance Abuse Training (thirty-Six hours)

Justice Serve Advocate for Criminal Cases

Other Comments: I'm interested in serving on the NC Council for women. It is my passion to provide and serve on this board.

How did you become aware of volunteer opportunities?

Other

If "Other", how?

Friend, Katina Smith and Jennifer Gupton whom

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Joy Belk

1107 Buckhorn Rd

Garner, NC 27529-3754

919-815-7019

919-719-9291

District 2

mailto:joycbelk@aol.com

I am a(n) 46-year old African American, Female. I am currently employed by NC State Bar as a(n) Assistant Director of Paralegal Certification. My choices of boards on which to serve, in order of preference, are:

1. Juvenile Crime Prevention Council
2. Commission for Women

Township: Garner

Work Experience: North Carolina State Bar, Raleigh, North Carolina November 2013 - Present
 Assistant Director of Paralegal Certification
 Coordinate and oversee the administration of the paralegal certification program
 Assist with preparation of annual budget and annual report to Council
 Attend functions for attorneys, paralegals and the public to promote paralegal certification
 Plan special events for the certified paralegals
 Assist director with planning for board meetings
 Process applications for certification and recertification including data input
 Provide advice and assistance to the Board of Paralegal Certification, its committees, and chairs
 Transcribe minutes of board and committee meetings
 Coordinate board and committee meetings, and annual item writing workshop of the Paralegal Certification Committee
 Edit and update paralegal certification web page, and manage and post items on NCCP social media sites (e.g., LinkedIn, Facebook)
 Coordinate bi-annual administration of certification exam
 Provide information on paralegal certification to bar organizations, prospective applicants and the public
 Such additional tasks as may be assigned by the board, or the director of paralegal certification
 North Carolina Prisoner Legal Services, Inc., Raleigh, North Carolina January 2009 - September 2013
 Paralegal
 Served as the Mitigation Specialist for various cases and conducted client and witness interviews
 Prepared interview and file summaries
 Examined and prepared a variety of legal documents including complaints, motions, orders, discovery, subpoenas, and pleadings
 Researched and prepares summations of medical records, legal research and client correspondence
 Provided assistance to attorneys in trial preparation by compiling trial notebooks, briefing clients, and compiling witness and exhibit lists
 Reviewed trial transcripts, Transcript of Plea, Judgment and Commitment forms, Prior Record Level Worksheet for accuracy.
 Quintiles, Inc., Morrisville, North Carolina May 2008 - November 2008
 Contracts Paralegal (Contractor)
 Authored Standard Operating Procedures (SOPs) regarding Confidentiality Agreements, SOP Request and request for financial information
 Drafted, negotiated and finalized contracts in accordance with company's legal standards
 Reviewed and negotiated and developed contract terms for client-generated contract templates assuring consistency, accuracy, and legal protection of the company's information
 Maintained the status of the contracts through the Contract Management Tracking System
 Completed Requests for Financial Information and Standard Operating Procedure requests from project managers and legal team members
 Department of Justice, Raleigh, North Carolina October 2006 - April 2008
 Legal Assistant
 2007 - April 2008

Negotiated contracts on behalf of the State in mental health reimbursement cases
 Researched legal remedies, property inquiries, and payment options for both the State and the payee
 Maintained accurate records of negotiations, payments and correspondence through database management
 Paralegal (Contractor) October 2006 –October 2007
 Researched and prepared summations of medical records, legal research and client correspondence
 Conducted witness interviews and prepared appropriate documentation for subpoenas
 Prepared discovery requests, responses, exhibits, and trial notebooks
 Henson & Fuerst, P.A., Raleigh, North Carolina November 2005 –
 September 2006
 Paralegal
 Conducted intake phone calls for personal injury, workers compensation and social security cases
 Tracked and summarized medical treatments and policy coverage
 Drafted letters to attorneys, doctors, clients, witnesses and adverse parties for his/her own signature or
 signature of staff attorney
 Brent Adams and Associates, Raleigh, North Carolina March 2005 –November
 2005
 Workers Compensation Paralegal
 Drafted motions, briefs, and other legal documents as requested
 Located, organized and digested various medical records and complex information
 Obtained, reviewed, organized, and indexed medical records and occasionally summarize deposition
 transcripts

Volunteer Experience: 2013 North Carolina Bar Association Distinguished Paralegal of the Year Nominee • North Carolina Certified Paralegal • Member North Carolina Paralegal Association • Member of North Carolina Bar Association - Former Paralegal Division Council Member, Former Co-Chair of the Continuing Legal/Paralegal Committee, Former Chair of the Pro-Bono Committee • Guardian ad Litem Advocate

Education: Liberty University, Lynchburg, Va.
 M.A. Human Services - Family and Marriage Counseling
 Meredith College, Raleigh, NC
 A.B.A. Post Graduate Certification, Paralegal Studies
 East Carolina University, Greenville, NC
 B.A. Health and Human Performance
 Minor, History

Other Comments:

How did you become aware of volunteer opportunities?
 County Web Site

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Dana Ben Halim

1002 Grogans Mills Drive

Cary, NC 27519

919-678-3828

919-537-5007

District 3

mailto:dana.benhalim@gmail.com

I am a(n) 42-year old Other, Female. I am currently employed by Self Employed as a(n) Real Estate Agent. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women

Township: Cary

Work Experience: Most Recent Work Experience: June 2003-July 2015
 Current: Founder of Carolina Lighthouse Staging and Redesign www.carolinallighthousestaging.com
 helping families stage their homes for quick and profitable sale
 Founder of after school learning services to families and created a curriculum H.E.A.R.T catering to confidence and leadership growth including emotional intelligence and financial literacy in two locations in Toronto, Canada.

- Defined, planned and coordinated camp-wide themed programs, bi-weekly showcase events, activities and schedules which included sports, dance, drama, art and trips for over 250 campers, 25 staff and 15 volunteers at two locations
- Supported, trained and evaluated highly qualified, enthusiastic staff and volunteers focusing on safety, team work and customer service
- Received five star testimonials from parents expressing their gratitude with for having high energy and caring customer service
- Formed and implemented a Counselor in Training Leadership program (C.I.T.) for middle and high schools and not-for-profit organizations building teenage leadership
- Directed three Children's Theatre for Charity events with over 150 parent viewers raising over \$3000 for Save the Children, Canadian Liver Disease Foundation and local orphans in the community

Key Note Speaker: Embrace Life Now an event to empower Women in life and small business.
 Previous Experience: September 1997-June 2003
 IB Economics and Business Teacher in International Schools in Dubai and Bahrain.

Volunteer Experience: Brian Public School Parent Council Chair 2010-2011
 Brian Public School Head of Fundraising, Parent Council 2008-2010
 Muirhead Public School, Treasurer, Parent Council 2006-2007

- Helped raise over \$20,000 per year through creative fundraising programs to support our public school with more enriched learning programs and updated technology
- Chaired meetings, and mediated between parents, our school principal, school trustee and member of parliament to raise concerns and find reasonable solutions and common ground.
- Delivered a new Character Educational program, Second Steps to our school as part of an anti-bullying campaign and Safe Schools for our students and staff

Education: B.A. Education; Primary, Trent University, , GPA-3.9 2005-2007
 Woman's Bursary Scholarship to Trent University Bachelor of Education degree
 Cindy Gordan Teaching Innovation Award, Trent University
 Young Minds Conference Speaker; 2007 on teaching tolerance to our students through media literacy
 Keynote Speaker at Embrace Life Now Event; 2014 How to Build a Business On a Shoe-String Budget
 Trent University Teaching Innovation and Leadership Award
 B.A. Economics and Minor in Business Administration, GPA-3.8 1992-1997
 Project Wild Certification: one of the most widely-used conservation and environmental education programs among educators of students in kindergarten through high school.
 Brain Gym® Certification: the principle that moving with intention leads to optimal learning.

Other Comments: I have recently authored and compiled a book called An Arab Women's Notebook. It will launch beginning of July 2016. Please find below a short summary about myself and the purpose behind this book. My passion is empowering women and helping others succeed in what they are passionate about. Dana Ben Halim, Founder of Heart Learning Curriculum and current owner of Carolina Lighthouse Staging & Redesign and title author, An Arab Women's Notebook, is natural-born entrepreneur with a love for sharing with others. Dana has been on a journey searching for her identity as an Arab woman after having lived in nine different countries. "The most confusing question that anyone could ask me is: "Where are you from?" As a wife and mother, Dana moved to Toronto in 2003 where she became saddened each day by the world view of the Arab community as displayed on the news. Although she felt that so much in the news about Arabs was far from true, deep down she began to question her own identity. Consequently, Dana created a Facebook group called Arab Women Success to learn more about and connect with Arab women living in Canada. "I stopped feeling I needed to defend who we are because I never identified myself with any terrorist group or killers."

She decided to create this book of stories written by Arab women so the world could learn more about Arabs through a collection of short stories. In an Arab Women's Notebook the authors share their stories of happiness, pain, love, friendship, work, immigration and more, bringing a sense of how connected we really are to each other as well as women everywhere. "I am so proud of this book. It is truly a dream come true for me. I welcome the world to connect with my beautiful community and see it through the light that I know: one full of Love." Dana currently lives in North Carolina, United States with her three children and husband. On the weekend you can find her fishing by a river with her kids or on road trip headed towards another adventurous getaway.

How did you become aware of volunteer opportunities?

Other

If "Other", how?
friend

Staff Comments

Attachments

Application Submitted On:

01/29/2016

Volunteer Application Wake County Advisory Boards and Commissions

Tanesha Boldin

1138 Sterling Green Drive

Morrisville , NC 27560

919-902-9813

District 3

mailto:Boldin2k@gmail.com

I am a(n) 44-year old , Female. No employer indicated. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Citizen's Energy Advisory Commission
3. WakeMed Hospital Board of Directors
4. Board of Adjustment
5. Planning Board
6. Wake Technical Community College Board of Trustees

Township: Morrisville

Work Experience:

Volunteer
Experience:

Education:

Other Comments:

How did you become aware of volunteer opportunities?

Current Wake County Volunteer

If "Other", how?

Staff Comments

Attachments

Application Submitted On:

12/31/2015
Library
Commission

Volunteer Application Wake County Advisory Boards and Commissions

Brenda Buchanan

1023 Dominion Oak Circle

Cary, NC 27519

919-377-8620

District 7

I am a(n) 64-year old African American, Female. I am currently employed by Retired Journalist/ Wake Cty Public Schools as a(n) Substitute Teacher. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Alcoholic Beverage Control Board
3. Wake Technical Community College Board of Trustees
4. Human Services Board
5. WakeMed Hospital Board of Directors
6. Library Commission

Township: Cary

Work Experience: Sampson Cty Schools - personnel and payroll depts.
Sampson Independent Newspaper, Clinton, NC
The Daily Record, Dunn, NC

Volunteer Experience: Alpha Kappa Alpha Sorority, Inc.
Sampson Community Theatre Board Member, Sampson County
Volunteer for Wake County Board of Elections

Education: Graduate from Clear Run HS, Garland, NC
Graduate of Fayetteville State University *
(B.A. English Literature, Minor in Telecommunications. Graduated Magna Cum Laude)

Other Comments: I would certainly commit myself to a board/advisory committee to assist the citizens of Wake County. Thank you for this consideration.

How did you become aware of volunteer opportunities?

Other

If "Other", how?

Attending Commissioner's meetings

Staff Comments

Attachments

Vitae

Ms. Brenda Boone Buchanon resides in Cary, NC.

EDUCATION

- Graduated from Clear Run High School in May, 1969 as co-salutatorian of her class and earned a full scholarship to attend Elizabeth City State University.
- Graduated from Sampson Community College, May, 21,2000, Clinton, NC

WORK EXPERIENCE

- Employed with Sampson County Mental Health from April, 1976 to 1985. Last position held was Medical Records Supervisor, Clinton, NC office. This position included supervision of two employees, maintaining accurate patient records, and confidentiality of all psychiatric medical information.
- Employed with Sampson County Schools from 1985 to 2001 in the payroll and personnel departments. My responsibilities in the payroll department included verification of school purchase orders, reconciling purchases and other duties as assigned by the Sampson County Schools' Finance Officer.

As the Personnel Department Assistant, I was in charge of all job applications, scheduling interviews and maintaining personnel records. The position duties included scheduling and hosting new teachers orientation day. Moving into the Benefits/Licensure Specialist position required installation and management of the Human Resource Management System. Also, new teachers certification and all other certified staff licenses were updated and revised as a portion of my duties. I also attended university job fairs seeking education graduates to hire for Sampson County Schools. I resigned in 2001 and returned to college full time.

I worked part-time and attended FSU full-time. I graduated from Fayetteville State University in May, 2003, Magna Cum Laude, with a B.A. degree in English Literature where I made the Dean's and President's list; honored as Student of the Year by the English Department and inducted into the English honor society.

- Employed with The Sampson Independent newspaper in 2004 as a reporter and lifestyles editor. I interviewed a variety of people, attended and reported on boards of commissioners meetings, boards of education, and attended special events to report and write articles for the newspaper.

-In 2008, I was employed by The Daily Record, Dunn, NC as business editor and reporter. Later moved into the position of assistant to the managing editor/reporter before retiring in 2010. Duties included interviews, attending and writing articles from Benson Board of Commissioners meeting, Johnston Board of Education, new businesses in the area and also completing the front of the Hamett County Newspaper (a sister newspaper).

I met a number of people while employed in the newspaper business, including: Senator Richard Burr; Congressman Mike McIntyre; Congresswoman Renee Elmer; MSNBC's Tamron Hall in Washington, DC during President Obama's first inauguration, just to name a few.

EDUCATION PURSUITS

- I plans to pursue admission to graduate school at North Carolina Central University, Durham, NC to complete a M.A. degree in English.

OTHER INTERESTS

Reading, writing, classical music, community theater, and playing golf. Under the auspices of AKA Sorority, Inc, Sigma Tau Omega Chapter, I am given the opportunity for volunteerism in MLK Day of Service, Cary Recreation and Parks (Lexie Park) clean-up and plantings, scholarships to students in need and academic students, collecting coats annually, among other projects to help mankind.

I am currently in the beginning stages of writing a fictional novel under the umbrella of my small business, BBG & Associate, Consulting

Volunteer Application Wake County Advisory Boards and Commissions

Stefani Buster

5541 Sea Daisy Dr

Raleigh, NC 27607

919-513-2529

District 4

mailto:srbuster@gmail.com

I am a(n) 38-year old , Female. I am currently employed by NCSU as a(n) Assistant Director/ Project Manager.
My choices of boards on which to serve, in order of preference, are:

1. Citizen's Energy Advisory Commission
2. United Arts Grants Panels
3. Commission for Women
4. Capital Area Workforce Development Board
5. Industrial Facilities and Pollution Control Financing Authority
6. Centennial Authority

Township: Raleigh

Work Experience: - Currently working as Assistant Director managing a large federal grant.
- Have worked as a contractor with the Federal Government
- Have worked at an international organization
- Have worked as a legal professional

Volunteer Experience: - Have volunteered serving food to people living with illness
- Have served in many roles with and international organization for children's program

Education: BA, MA, JD

Other Comments: I am very interested in getting involved and hope to contribute my skills and experience to whatever team I work with.

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Alicia Carcerano

328 Nothwood Drive

Raleigh, NC 27609

443-453-1076

District 6

mailto:aliciabari522@yahoo.com

I am a(n) 24-year old Caucasian, Female. I am currently employed by NC Department of Commerce as a(n) Project Coordinator. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Historic Preservation Commission
3. Greater Raleigh Convention and Visitors Bureau
4. Juvenile Crime Prevention Council
5. Open Space and Parks Advisory Committee
6. City of Raleigh Housing Appeals Board

Township: Raleigh

Work Experience: NC Department of Commerce - Project Coordinator
NC General Assembly - Legislative Intern
NC League of Municipalities - Executive Intern
Republican National Committee - Fellow for RLI

Volunteer Experience: Wake County ASPCA
American Red Cross
Wake County Healing Place

Education: AA - Wake Technical Community College
BA, Communications - To Be Completed May 2016

Other Comments:

How did you become aware of volunteer opportunities?
County Web Site

If "Other", how?

Staff Comments

Attachments

ALICIA CARCERANO

328 Northwood Drive
Raleigh, NC 27609

443-453-1076
AliciaBari522@yahoo.com

OBJECTIVE

To provide efficient and effective support utilizing my communication skills and experience in administration, research, public relations, and clerical work.

EDUCATION

North Carolina State University, Raleigh, NC

Communications Major with Minor in Journalism, January 2012 to Present (expected graduation May 2016)

- Dean's List: Fall Semester 2014

Wake Technical Community College, Raleigh, NC

Associate of Arts, May 2011 to July 2012

- 3.6 graduating GPA
- Honor Roll in each semester

PROFESSIONAL EXPERIENCE

North Carolina Department of Commerce, Raleigh, NC

Project Coordinator in Office of the Secretary, August 2015 to Present

Provide assistance and information to executive staff in the office of the Secretary, the Purchasing Office, the Rural Economic Development Division, and Human Resources Offices of the NC Department of Commerce to facilitate agency restructuring, paying strict attention to detail. Complete precise archiving of past business development information. Collaborate with other staff members to complete necessary tasks for fundamental functions of consolidation. Utilize Microsoft Office to modernize databases. Provide clerical support for Secretary's office.

North Carolina League of Municipalities, Raleigh, NC

Intern in Office of the Executive Director, October 2014 to Present

Communicate with state and local officials to coordinate events. Assist with Event Planning Department's activities and helped plan the biennial Advocacy Goals Conference and Town Hall Day. Report directly to executive office to perform and assist with various tasks to accomplish the organization's objective, as well as basic clerical support including writing correspondences. Support government affairs team with production of media/communications materials that outline events and facilitate advocacy to develop and convey organizational goals. Designed NCLM Executive Board's reference manual that is distributed statewide to local government officials. Utilize Microsoft Office.

North Carolina General Assembly, Raleigh, NC

Intern in the House of Representatives, May to August 2015

Conducted legislative research on active and past legislation, and the 2015-2016 budget. Attended daily legislative sessions and assisted with committee meetings, including transcription of committee minutes. Facilitated constituent relations and communications. Managed social media account, adding hundreds of new Twitter followers and gaining recognition twice as "Tweet of the Day" from the Communications Director to the Speaker of the House.

Republican National Committee, Raleigh, NC

Fellow with Republican Leadership Initiative, July to August 2015

Served as a member of the inaugural class in RNC's NC Leadership Initiative. Worked as field organizer for Wake County. Organized voter drives and recruited volunteers for upcoming elections.

Ann Taylor, Inc., LOFT, Cary, NC

Sales Associate/Co-Credit Coach, May 2013 to March 2015

Provided exemplary customer service to clients on a storewide and individual basis. Handled monetary transactions and monitored loss prevention. Trained staff of 18 women on credit card sales techniques and served as their advisor. Obtained markedly highest number of credit card openings in Cary location from August 2013 to January 2014. Recognized by manager as a leader for exceptional client and customer relations. Organized an extensive, successful fundraising event for the Breast Cancer Research Foundation.

INVOLVEMENT

Social Chair, Wake County Young Republicans; Phi Mu Fraternity Alumni; NCSU College Republicans; NCSU Social Sciences Club; Student Body Vice President, Towson High School (2008); Class President, Towson High School (2007); Class Treasurer, Towson High School (2006).

Application Submitted On:

04/18/2016
Adult Care
Home
Community
Advisory
Committee

Volunteer Application Wake County Advisory Boards and Commissions

Jonathan Clark

2932 Sunnystone way

Raleigh, NC 27613

919-906-8310

District 6

mailto:clarkjo12@gmail.com

I am a(n) 24-year old Caucasian, Male. I am currently employed by Legacy Healthcare Services, Inc. as a(n) Project Manager. My choices of boards on which to serve, in order of preference, are:

1. Capital Area Workforce Development Board
2. City of Raleigh Planning Commission
3. City of Raleigh Board of Adjustment
4. Commission for Women
5. Adult Care Home Community Advisory Committee
6. Planning Board

Township: Raleigh

Work Experience: I started working early. For my final year in high school, I was a +40 hour, night-time closing manager at Back Yard Burgers (off of Leesville). After graduating from East Carolina, I was hired as a credentialing specialist for Legacy Healthcare. After 5 months I was promoted to Project Manager, Legacy's first.

Volunteer Experience: During College, I gave a little over 100 hours. The majority of my time volunteering was dedicated to Building a community garden for The Little Willie Center, in Greenville, NC.

Education: I graduated from Leesville Road High School in 2010. Afterwards, I spent two years at Wake Tech's North Campus; to transfer and graduate from East Carolina, with a BA in Economics, in 2015.

Other Comments: I have a great sense of community and would like to help those around me grow. I want to help do things better than they have ever been done before.

How did you become aware of volunteer opportunities?

Other

If "Other", how?

Jeff Fink

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Kelly Collins

4010 Arckelton Drive

Raleigh, NC 27612

919-208-4718

919-590-7504

mailto:kellyakitchens@gmail.com

I am a(n) 31-year old African American, Female. I am currently employed by Best of Both Words Doula Services, City of Raleigh as a(n) Founder and Owner of Best of Both Worlds Doula Services, Zumba instructor for the city of Raleigh. My choices of boards on which to serve, in order of preference, are:

1. Council on Fitness and Health
2. Commission for Women

Township: Raleigh

Work Experience: Postpartum Doula and Family Consultant (2015-present): Providing support and care to mothers and families after they have a baby. My services include but are not limited to: breastfeeding assistance, meal prep, errands, light housework, fitness as well as pregnancy services.

Zumba instructor for the city of Raleigh (2014-present): I have taught Zumba classes at the Brier Creek Community Center (2 years) and I currently teach at Method Road Community Center and Laurel Hills community Center. I am available to teach Zumba, Zumba Kids and Zumba Gold classes.

Nanny & Childcare Specialist & Consultant (2006-2014): Supporting parents and caring for their children after they return to work. Duties included general care of children, light housework and household management, scheduling play dates and educational outings, errands/appointments, driving, etc.

Volunteer Experience: Volunteer for the City of Raleigh (2016)

Children's Ministry Volunteer at Providence Baptist Church (2014-present)

Young Lives mentor (2015)

Education: B-K, Elementary Education major at Shaw University (2003-2008)

DONA Training to become a Postpartum Doula (2015)

Training to become a licensed Zumba & Zumba Kids instructor (2014)

Other Comments: I would very much like to serve on the Council on Fitness and Health as well as the Commission for Women. I am actively involved in my community and I would like to serve in a greater manner. I am very passionate about my work with women, children and families and I would like to expand that by being a voice and working together with other like minds to make sure that the women and families of Wake County and North Carolina are a top priority for our leaders. I appreciate the opportunity to apply for the Council of Fitness and Health and the Commission for Women and I thank you for your

consideration of my appointment in advance.

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Nicole Cush

3709 Arthur Pierce Road

Apex, NC 27539

973-981-4714

973-981-4714

973-981-4714

District 4

mailto:nicolekcush@gmail.com

I am a(n) 28-year old African American, Female. I am currently employed by WCPSS as a(n) Assistant Principal - Green Hope High School. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. United Arts Grants Panels
3. Wake Technical Community College Board of Trustees
4. Alliance Behavioral Healthcare
5. Human Services Board
6. Open Space and Parks Advisory Committee

Township: Apex

If you live in an Extraterritorial Jurisdiction, check here:

☒ Yes

Work Experience: Assistant Principal 2013-Present
 Serve as instructional and managerial leader of the Fine Art, Career and Technology Education (Current), Special Education and English Departments
 Oversee Technology, Facilities, Community Use, Calendar, Media Staff, School Web Site (Current), BYOD, Clubs and Activities, Teacher Leadership, Mentor Program, Transportation, and Substitutes
 Manage the budgets, staff, and schedules and lead in the coordination and implementation of the curricular and co-curricular program for the Arts, Career and Technology Education, and World Language Departments
 Supervise Transportation, Graduation Project, Teacher of the Year, Communication, Bulldog Institute Freshmen Orientation, Leadership Advisory, Teacher Appreciation Week, Clubs and Activities (SRMHS)
 Coordinate School Events and Lead Community Resources by supervising and maintaining School Events, Staff and Facilities Calendars
 Facilitate data collection and serve as liaison to ensure customer satisfaction and uses community resources to supplement the school program
 Facilitate Organizational Efficiency by promoting and maintaining open communications, positive student attitudes, respect dignity, worth of staff, students, and complies with established lines of authority serving as an adjudicator assessing student behavior infractions and identifying specific targeted strategies and created SMART goals designed for behavioral and academic success and monitored progress of a caseload of 600 students
 Recruit, train, serve as an instructional leader to and conduct clinical supervision cycles for thirty six teachers, serve as LEA for IEP Meetings
 Recruit, and lead the team for sites piloted BYOD (Bring Your Own Device) Initiative. Lead in the development of website and training videos, design roll out plan and lead training session for staff, parents, and students; with the primary focus on cultural mind shift and embracing of Digital Citizenship

Volunteer Experience:

- 2016 Sub Committee Member NC Museum of History African American Cultural Celebration
- 2015-Present Member and Web Developer NCDPAP Leadership Committee
- 2012-2014 Volunteer Web Developer: The Flood Group
- 2011-2013 Chair of Ways and Means Committee and Board Member: Apex Strings Booster Club
- 2009-2010 Parent Coordinator: The Philharmonic Association's Triangle Youth Strings Orchestra
- 2010 Board Member and Secretary: The African American Dance Ensemble
- 2009 Completed SIOP Training

- 2008 Completed DuFour PLC Leadership Training and Nova NET Training
- 2007-2010 Board Member, Restaurant Committee: Tammy Lynn Center for Developmental Disabilities
- 2006-2007 Volunteer: Cary Family YMCA We Build People Campaign
- 2001-2002 Member of the Revision Committee: NJ Core Curriculum Content Standards for Career Education

Education: THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL Master of School
Administration May 2013
RUTGERS UNIVERSITY: MASON GROSS SCHOOL OF THE ARTS Master of Fine Arts--
Visual Arts, May 1993
MONTCLAIR STATE UNIVERSITY Bachelor of Arts -- English, Minor in Film and Television/Video Production,
May 1991 Certification

Other Comments:

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

NICOLE KENDALL CUSH

973.981.4714

nicolekcush@gmail.com

<http://nikikendall.wix.com/ncushresume>

SKILLS

- Excellent Oral and Written Communication Skills / Transparent, Humble and Honest
- Skilled Crucial Conversations Practitioner
- Inspiring Leader, Administrator Team Builder / Negotiator/ Mediator /Trainer
- Experienced Writer and Video Producer
- Integrity Driven Creative Solution Seeker, Efficient, Fair and Kind
- Devotee of Facilitative Leadership & 7Habits

ABOUT

Highly skilled leader with more than a decade of experience in inspiring key stakeholders to work collectively towards a safe, and inclusive learning environment. Skilled life coach / mentor.

EDUCATION

THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL
Master of School Administration

May 2013

RUTGERS UNIVERSITY: MASON GROSS SCHOOL OF THE ARTS
Master of Fine Arts-- Visual Arts,

May 1993

MONTCLAIR STATE UNIVERSITY
Bachelor of Arts -- English, Minor in Film and Television/Video Production,
May 1991

CERTIFICATION

North Carolina Department of Public Instruction
Principal
Specialized Vocational Education
English 9-12 and
Language Arts 6-8
New Jersey Department of Education
General Education K-8 and
English 9-12

WORK EXPERIENCE

GREEN HOPE HIGH SCHOOL

Cary, NC

Assistant Principal

7/14-Present

- Recruit and lead the team for sites piloted BYOD (Bring Your Own Device) Initiative. Oversee the development of website/training videos, for staff, all stakeholders; with the primary focus on cultural mind shift and embracing of Digital Citizenship resulting in county wide public speaking engagements as for model of success
- Manage the schoolwide facilities and performing arts calendar, staff, and schedule all events within the building, schedule, staff and supervise all events
- Lead in the coordination and implementation of the curricular and co-curricular program for the Arts and Career Technical Education Departments and Media/Technology Department
- Supervise Website Development, Technology, Facilities Community Use and creator of the GHHS COMPA
- Created systems and structures for Facility Repairs and Facility use request resulting in an award winning system of reporting issues and requesting space
- Implement behavior based leadership development methods that strengthen core competencies via Clinical Supervision

SOUTHEAST RALEIGH MAGNET HIGH SCHOOL

Raleigh, NC

Assistant Principal

9/13-6/14

- Managed the Arts, CTE, and World Language Departments. Supervise Transportation, Graduation Project, Teacher of the Year, Communication, Clubs and Activities
- Coordinated School Events and Lead Community Resources by supervising and maintaining School Events and Facilities Calendars. Facilitate data collection and serve as liaison to ensure customer satisfaction and uses community resources
- Served as an adjudicator assessing student behavior infractions and identifying specific targeted strategies and created SMART goals designed for behavioral and academic success and monitored progress of a caseload of 450 students

Intervention Coordinator

6/13-9/13

Full Time Principal Intern

6/12-5/13

Broadcasting Teacher

9/11-5/12

HOLLY SPRINGS HIGH SCHOOL

Holly Springs, NC

English Teacher

8/07-09/11

NORTH GARNER MIDDLE SCHOOL

Garner, NC

Language Arts Teacher

1/06-6/07

NORTHEASTERN UNIV DEPT OF RESIDENCE LIFE

Boston, MA

Complex Coordinator

12/02-7/05

NEW JERSEY DEPARTMENT OF EDUCATION

Morristown, Newark,

Linden and Jersey City

English and Broadcasting Teacher

8/1994-11/2002

Volunteer Application Wake County Advisory Boards and Commissions

Leslie Derosset

728 Pebblebrook Drive

Raleigh, NC 27609

919-332-7088

District 6

mailto:lderosset@gmail.com

I am a(n) 44-year old Caucasian, Female. I am currently employed by Division of Public Health, Women's Health Branch as a(n) Program Manager. My choices of boards on which to serve, in order of preference, are:

1. Human Services Board
2. Council on Fitness and Health
3. Commission for Women

Township: Raleigh

Work Experience: I am currently employed by the Division of Public Health, Women's Health Branch as a Program Manager for a comprehensive multi-faceted initiative to address infant mortality, birth outcomes and child health status (ages 0-5). I hold a MSPH from the UNC-CH and MPH from the University of South Carolina. I have spent more than 18 years working in public health as a Program Coordinator (March of Dimes), a Health Director (El Centro Hispano) and various other employment (see attached resume). I am bilingual and bicultural in Spanish and have worked with the Hispanic population for more than 12 years. The majority of my experience has been with non-profit organization and minority communities, working to improve access to care and maternal and child health.

Volunteer Experience: PTA President, Joyner Elementary; PTA volunteer, Joyner Elementary and Ligon Middle School; Volunteer, Quail Hollow Swim and Tennis Club; volunteer as an interpreter in Durham for a domestic violence clinic; volunteered as a HIV Counselor with Wake County Human Services; Peace Corps Volunteer.

Education: University of North Carolina at Chapel Hill, MSPH in Maternal and Child Health and Epidemiology; University of South Carolina, MPH in Public Health Education and Promotion; Ohio University, BSC in Telecommunications and Business; Duke University School of Non-profit Management, Certificate in Non-profit Management.

Other Comments: I have lived in Raleigh since 2001. I have two children in the school system and I would love to represent our county to ensure that the health and needs of all community members are represented. As a public health leader, my work has always been at the community level through community based organizations and non-profits, specifically working with minority populations to address health equity. As a new state employee with the Division of Public, my local and statewide community experience is critical to creating lasting change. Health is a multi-dimensional issue. Not only is it physical health, but behavioral and spiritual. Health cannot be achieved without considering the effects of housing, economic stability and educational opportunities. Wake County needs leaders who can see how the social determinants of health can truly change systems. I bring 18 years of public health experience as well as three years in marketing and advertising. My experience as a parent in the Wake County school system as another dimension. I am at a point in my professional and personal life where I can begin to give back to Wake County to truly make our county an amazing place to live for all residents. Most recently, I completed Level 1 of the Racial Equity Training with REI. It was an eye opening experience that brought a greater understanding to the struggles of many members of our community. As a resident of Wake County and a mother, I want my children to grow up in a county (and state) they can be proud of. A county where people receive equitable treatment, regardless of their race/ethnicity, socioeconomic status and education.

How did you become aware of volunteer opportunities?

Other

If "Other", how?

Linkden

Staff Comments

Attachments

Leslie deRosset, MSPH, MPH

728 Pebblebrook Drive
Raleigh, North Carolina 27609
lderosset@gmail.com
919-332-7088

Education

The University of North Carolina at Chapel Hill 2012 - 2015
Chapel Hill, North Carolina
Masters of Science in Public Health
Major: Maternal Child Health. Minor: Epidemiology.
T32 Trainee (2012-2014)

North Carolina Health and Wellness Trust Fund 2010 - 2011
And Duke University Global Health Institute
Durham, North Carolina
Minority Health Disparities Fellow

National Institute of Health, National Institute on Minority Health and Health Disparities September 2010
Bethesda, Maryland
Translational Health Scholar

Duke University Non-Profit School of Management 2002 - 2007
Durham, North Carolina
Certificate in Non-Profit Management

The University of South Carolina 1996 - 1998
Columbia, South Carolina
Masters in Public Health, Health Education and Health Behavior

Ohio University 1990 - 1993
Athens, Ohio
Bachelor of Science: Telecommunications. Minor: Business

Professional Experience

North Carolina Department of Health and Human Services December 2015 - current
Division of Public Health Women's and Children's Health Section, Women's Health Branch
Raleigh, North Carolina
Program Manager. Coordinate a \$2.5 million statewide multi-faceted comprehensive maternal and child health program to improve birth outcomes, reduce infant mortality and improve child health among those aged 0-5. Duties include: development of request for competitive proposals; contract development and negotiation; development, implementation and evaluation of performance measures; coordinate training and technical assistance; development and data entry

of evaluation systems; writing state reports; and collaboration with more than 12 local health departments involved in the initiative.

North Carolina Department of Health and Human Services August 2015 – December 2015
Division of Public Health Chronic Disease and Injury Section
Raleigh, North Carolina

Project Specialist. Worked with local health departments to provide technical assistance in a quality improvement project to develop protocols and a statewide curriculum to improve health outcomes for hypertensive, diabetes and pre-diabetes under-served and disparate patients, using electronic health records; collaborated on the development of a multi-directional electronic referral and tracking mechanism from primary health care providers to chronic disease self-management services; developed and analyzed violent death record surveillance fact sheets using national and state level data.

North Carolina Department of Health and Human Services September 2014 – July 2015
Division of Public Health, Department of Epidemiology
Raleigh, North Carolina

Epidemiologist. Worked with the communicable disease surveillance system to coordinate the data use agreements for the public use of the North Carolina Disease Event Tracking and Epidemiologic Collection Tool (NC DETECT). Duties included collaborating with researchers to develop and implement contracts; utilization of epidemiological methods and procedures to help with the surveillance data to draw conclusions; and assisted in making presentations in meetings.

University of North Carolina May 2014 – July 2014
Cecil G. Sheps Center for Health Services Research
Chapel Hill, North Carolina

Research Associate for *Young Families Connect*. Conducted qualitative interviews with public health leaders, community members and state officials in North Carolina regarding the secondary prevention efforts for young parenting males in North Carolina.

University of North Carolina, Carolina Population Center May 2013 – August 2013
Chapel Hill, North Carolina

Research Associate. Conducted qualitative interviews with refugees and immigrants, public health leaders, community health advocates and state officials in North Carolina regarding the Affordable Care Act. Wrote a comprehensive report of the qualitative findings.

North Carolina DHHS Women's Health Branch February 2012 - September 2012
Raleigh, North Carolina

Contractor. Wrote, designed, developed, and evaluated a culturally appropriate Spanish-language reproductive life planning curriculum from English to Spanish.

The University of North Carolina at Chapel Hill
School of Medicine
Chapel Hill, North Carolina

October 2011 - March 2012

Contractor. Conducted qualitative interviews with Hispanic women in English and Spanish to evaluate their use of prenatal care services, delivery services, and their intentions for long-acting reversible contraception.

March of Dimes
Raleigh, North Carolina

April 2005 - August 2012

Latino Campaign Coordinator. Implemented a comprehensive statewide campaign to reduce neural tube defects among the Hispanic population in the state; developed a population based quantitative face-to-face research study to inform the direction of the campaign between 2005 and 2008; implemented and evaluated a lay health education program; conducted qualitative interviews and focus groups; developed and evaluated written educational materials, a social marketing campaign in Spanish and Spanish-language website, and curriculum materials.

El Centro Hispano
Durham, North Carolina

July 2004 - June 2005

Contractor. Identified grant sources and funding opportunities; assisted in trainings for new staff; developed and implemented a staff and community newsletter; developed and designed the preliminary website for the agency; and acted as the team leader for the annual Latino Health Fiesta.

El Centro Hispano
Durham, North Carolina

January 2001 - July 2004

Health Director. Coordinated and directed health prevention programs in the area of HIV/AIDS, STDs and diabetes. Duties included: management of grant funds and budget allocation; wrote and received more than \$500,000 in grant funding; managed a staff of four; designed, implemented, and evaluation health educational workshops in the areas of HIV/STD & diabetes testing & counseling; designed, implemented and evaluated a lay health educator program; designed and evaluated a quantitative and qualitative survey; and implemented and evaluated the coordination a Community Research Advisory Group.

United States Peace Corps
Leon, Nicaragua

August 1998 - December 2000

Health Educator. Worked with women and children in health prevention, education, and small business development. I started a community brigade with nine local communities to promote health; coordinated and educated local preschool teachers and center staff; received a grant to build a small community library; and designed and implemented a two-day workshop on self-esteem and communication for young women, aged 13 – 15.

American Cancer Society
Columbia, South Carolina

January 1998 - August 1998

Project Coordinator. Healthy Schools of Bamberg County. Wrote, designed, implemented, and evaluated the community-based campaign to increase the collaborative efforts between schools, churches, and community organizations with regards to health prevention in schools; and designed and implemented a social marketing campaign.

WIS Television

June 1995 - December 1997

Columbia, South Carolina

Advertising Executive. Sold advertising to local and regional clients; developed marketing proposals utilizing short and long term goals; developed and sold promotional campaigns; and developed new business in the state.

WJBF Television

January 1994 - June 1995

Augusta, Georgia

Advertising Executive. Sold advertising to local and regional clients; developed marketing proposals utilizing short and long term goals; developed and sold promotional campaigns; and developed new business in the state.

Ongoing Research

The University of North Carolina at Chapel Hill

April 2015 - current

Gillings School of Global Public Health

Chapel Hill, North Carolina

In collaboration with the North Carolina Department of Health and Human Services, Communicable Disease Branch and the Department of Epidemiology, this research seeks to understand why pregnant women in North Carolina utilize the Emergency Departments.

Role: Principle Investigator/Author. Collaborators: Anna E Waller, UNC and Kimberly Kilfoyle, UNC.

Completed Research Support

The University of North Carolina at Chapel Hill

September 2012 – May 2015

Gillings School of Global Public Health

Chapel Hill, North Carolina

The impact of C-Reactive Protein (hsCRP) and infant birth weight on young adults. Utilizing the National Longitudinal Study of Adolescent Health, we will assess the relationship between birth weight and adult CRP levels in participants to better understand the correlation.

Role: Investigator/Author. Collaborators: Jon Hussey, Kelly L. Strutz and Liana Richardson.

North Carolina Department of Health and Human Services

January 2012 - October 2012

Women's Health Branch

Raleigh, North Carolina

'Ready, Set, Plan!' is reproductive life planning (RLP) curriculum for the state of North Carolina. Conducted qualitative research with Hispanic adolescents and young adults in English and Spanish in North Carolina to evaluate the effectiveness of the RLP curriculum in Spanish.

Role: Contractor.

The University of North Carolina at Chapel Hill
School of Medicine
Chapel Hill, North Carolina

September 2011 - May 2012

Family planning intentions and satisfaction with contraceptive care: A qualitative exploration of postpartum Latina women in North Carolina. A qualitative study through one-on-one in person interviews in English and Spanish to assess contraceptive intentions of postpartum Latina women. Role: Assistant/Interviewer. Principle Investigators: Matthew Zerden, Gretchen Stuart, Sarah Verbeist and Jennifer Tang.

March of Dimes

December 2010 - December 2011

Raleigh, North Carolina

Reducing the Risk of Chronic Disease: A Group-Based Weight Loss Program for Postpartum Mothers. The goal of this study is to conduct a randomized controlled pilot study in postpartum Spanish-speaking women using a nutrition and exercise education and coping skills training weight management intervention. The primary outcome is weight loss and secondary outcomes include adiposity, self-efficacy, and health behaviors in the mothers and normalization of weight gain trajectory in their infants.

Role: Co-Principal Investigator.

March of Dimes

January 2006 – December 2008

Raleigh, North Carolina

Multivitamins, Folic Acid and Birth Defects: Measuring the knowledge, attitudes and behaviors of Hispanic women in North Carolina. The purpose of this research was to better understand the knowledge, attitudes, and behaviors of Spanish-speaking women of childbearing age utilizing a quasi-experimental population based pre-test/post-test intervention

Role: Principal Investigator.

El Centro Hispano

January 2002 - December 2002

Durham, North Carolina

Knowledge, Attitudes, and Beliefs of Hispanic and HIV/AIDS. The purpose of this qualitative research was to better understand the knowledge, attitudes, and behaviors of Spanish-speaking men and women with regards to HIV/AIDS and STD knowledge.

Role: Principal Investigator.

Publications

Mai, C.; Flores, A.; Isenburg, J.; Kilgo, C.; **deRosset, L.**; Bush, T.; Colen, L. Promoting folic acid among Hispanic women in the United States: Does using a promotora de salud model in four states improve consumption of folic acid? (under review)

deRosset, L. & Strutz, KL. 2015. Developmental origins of chronic inflammation: A review of the relationship between birth weight and C-reactive protein. *Annals of Epidemiology*. 25(7):539-543.

Perreira, KM; **deRosset, L.**; Arandia, G.; Oberlander, JB. 2014. Implementing health care reform in North Carolina: Reaching and enrolling immigrants and refugees. Robert Wood Johnson Foundation.

deRosset, L.; Mullenix, A.; Flores, A.; Mattia-Dewey, D.; & Mai, CT. 2014. Promotora de Salud model: Promoting folic acid among Hispanic women. *Journal of Women's Health*. 23(6):525-531.

deRosset, L. & Perreira, KM. 2013. Affordable Care Act implementation in Eastern North Carolina: Overcoming barriers to immigrant health care access. Carolina Population Center, Project on Implementing Health Care Reform: Education and Outreach in North Carolina.

Zerden, M.; Stuart, G.; Verbeist, S.; **deRosset, L.;** & Tang, J. 2013. Family planning intentions: A qualitative exploration of postpartum Latina women in North Carolina. *Contraception*.8(5): 624-628.

deRosset, L.; Berry, DC.; Sanchez-Lugo, L.; Ritter, K.; Purdum, C., Santolin, V. Gilliad, R.; & Pender, L. 2013. Mama sana...Usted sana: Lessons learned from a postpartum weight loss intervention for Hispanic women with infants six months or less. *Hispanic Health Care International*. 11(2):78-86.

deRosset, L.; Mullenix, A.; & Zhang, L. 2009. Multivitamins, folic acid and birth defects: Knowledge, beliefs and behaviors of Hispanic women in North Carolina. *American Journal of Health Education*.40(3):155-165.

Presentations

Arandia, G; **deRosset, L;** Oberlander, JB; Perreira, KM. 2015. Immigrants and refugees: Experiences with health care reform in the United States. Poster Presentation. Minority Health Conference at the University of North Carolina. Chapel Hill, NC.

deRosset, L.; Strutz, K.L.; Richardson, L.J.; Whistel, E.A.; & Hussey, J.M. 2013. The developmental origins of chronic inflammation in young adults: Findings from a U.S. national cohort. Poster presentation. Society for Perinatal Pediatric Epidemiology Conference. Boston, MA.

Zerden, M.; Stuart, G.; Verbeist, S.; **deRosset, L.;** & Tang, J. 2012. Family planning intentions: A qualitative exploration of postpartum Latina women in North Carolina. Poster presentation. North American Forum on Family Planning. Denver, CO.

deRosset, L.; Mullenix, A.; Flores, A.; Mai, C.; & Utuama, O. 2011. Reaching Hispanic women in North Carolina with preconception health messages. Oral presentation. 3rd Annual National Preconception Health Summit. Tampa, FL.

deRosset, L. & Flores, A. 2010. Folic acid education in the Hispanic community: Using a Promotora de Salud model. Oral presentation. National Birth Defects Prevention Network Conference, Center for Disease Control and Prevention. Washington, D.C.

deRosset, L. 2010. Multivitamins, folic acid, and pregnancy: What Hispanic women 18 – 24 know, think, and do. Oral presentation. Adolescent Pregnancy Prevention Coalition of North Carolina. Raleigh, NC.

deRosset, L. & Mullenix, A; Zhang, L. 2010. Pregnancy among 18-24 year old Latina immigrants in North Carolina: Education and time in the U.S. make a difference. Poster presentation. American Public Health Conference. Denver, CO.

deRosset, L. & Mullenix, A. 2009. Pregnancy preparedness among 18-24 year old Latina immigrants in North Carolina: Education and time in the U.S. make a difference. Poster presentation. The University of North Carolina's 10th Annual Women's Health Research Day. Chapel Hill, NC.

Tucker, C.; Ortiz, J.; & **deRosset, L.** 2008. Promoting healthy birth outcomes with Latinos/Hispanic in North Carolina. Oral presentation. National Smart Start Educational Conference. Greensboro, NC.

deRosset, L. 2008. Multivitamins, folic acid, and birth defects: Knowledge, beliefs, and behaviors of Hispanic women after a multi-faceted educational campaign in North Carolina. Oral presentation. American Public Health Association Conference. San Diego, CA.

deRosset, L. 2008. Knowledge, behaviors, and beliefs among Hispanic women in a multi-faceted educational campaign: Results from a two-year intervention in North Carolina. Poster Presentation. 14th Annual Maternal Child Health Epidemiology Conference, Centers for Disease Control and Prevention. Atlanta, GA.

Flores, A.; **deRosset, L.**; & Jensen, E. 2007. Research informing practice: Promoting health behavior change among Latinas through culturally appropriate materials and programs. Oral presentation. Annual Maternal, Child Health Epidemiology Conference, Centers for Disease Control and Prevention. Atlanta, GA.

deRosset, L. 2007. Multivitamins, folic acid and neural tube defects: Knowledge, beliefs, and behaviors of Latinas in North Carolina. Oral presentation. American Public Health Association Conference. Washington, D.C.

deRosset, L. 2007. Increasing cultural awareness among health care providers and their Latino/Hispanic patients. Oral presentation. Collaborative Family Health Association Conference. Asheville, NC.

deRosset, L. 2007. Reaching the North Carolina Latino population. Oral presentation. North Carolina Annual Women, Infants and Children Conference. Raleigh, NC.

deRosset, L. 2007. Latinos and health care providers: What they know about multivitamins, folic acid, and birth defects. Oral presentation. North Carolina Area Health Education Center's Annual Conference. Asheville, NC.

Freeman, E.; Triantafillou, S.; & **deRosset, L.** 2007. Promoting healthy birth outcomes among Latina farmworkers. Oral presentation. El Foro Conference. Chapel Hill, NC.

deRosset, L. 2007. Multivitamins, folic acid and neural tube defects: Knowledge, beliefs, and behaviors of Latinas in North Carolina. Oral presentation. The University of North Carolina's 8th Annual Women's Health Research Day. Chapel Hill, NC.

Honors

University of North Carolina 10th Annual Women's Health Research Day 2009
Chapel Hill, North Carolina
Best Community Based Research Award for a poster presentation

National Birth Defects Prevention Network Annual Conference 2008
Washington, D.C.
National award for outstanding programs for the fight against birth defects

University of North Carolina 8th Annual Women's Health Research Day 2007
Chapel Hill, North Carolina
Best Community Based Research Award for an oral presentation

Other Experience and Professional Memberships

Trainer, NC HIV Counseling, Testing and Referral, DHHS 2003 - 2004
HIV/STD Prevention and Care Branch
Raleigh, North Carolina

Teaching Assistant, The University of North Carolina
Gillings School of Global Public Health
Department of Maternal and Child Health Fall 2014
Department of Health Education and Health Behavior Fall 2002
Chapel Hill, North Carolina

Member, Society for Pediatric Perinatal Epidemiology (SPER) 2012 - 2015

Member, American Public Health Association 2005 – 2011; 2016 -
current

Volunteer Experience

Volunteer, Ligon Middle School
Volunteer, Quail Hollow Swim and Tennis Club
Volunteer, Joyner Elementary School
PTA President, Joyner Elementary School

Application Submitted On:

10/12/2015
Adult Care
Home
Community
Advisory
Committee

Volunteer Application Wake County Advisory Boards and Commissions

Toni Duke

10 Yates Dr
Zebulon, NC 27597
706-619-4801
706-619-4801
District 1

mailto:duketonif@gmail.com

I am a(n) 49-year old Caucasian, Female. I am currently employed by Concise Diagnostic Labs Inc as a(n) Sales - Senior Marketing Rep. My choices of boards on which to serve, in order of preference, are:

1. Adult Care Home Community Advisory Committee
2. Commission for Women
3. Nursing Home Community Advisory Committee

Township: Zebulon

Work Experience: 30 years of Medical Sales, Management and Supervision. I have also owned and operated a very successful part-time Event Planning Business for the last 30 years as well.

Volunteer Experience: 30 years of Volunteer experience for large groups such as The Komen Foundation, The V Foundation, Private Fundraising Events and numerous Charities (too many to list)

Education: Private school education from K-12 - some college.

Other Comments: I served on the Wake County Ombudsmen Committee several years ago and loved it - I found it very rewarding. I moved to GA for a couple of years for work and now that I am back, I am looking forward to getting involved with this volunteer group again.

How did you become aware of volunteer opportunities?

Other

If "Other", how?

I have volunteered with this group before

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Cedric Harris

5932 shady grove circle

Raleigh, NC 27609

804-691-7987

District 6

mailto:notebook123ch@gmail.com

I am a(n) 34-year old African American, Male. No employer indicated. My choices of boards on which to serve, in order of preference, are:

1. Domestic Violence Fatality Review Team
2. Fire Commission
3. Durham Highway Fire Department Board of Trustees Firemen's Relief Fund
4. Alliance Behavioral Healthcare
5. Commission for Women
6. Adult Care Home Community Advisory Committee

Township: Raleigh

Work Experience: Cedric Harris
5932 Shady grove Circle
Raleigh, NC 27609
804-691-7987
notebook123.ch@gmail.com

Objective: To put my skills to use in a production manufacturing or electrical engineering role gaining hands on experience using electronic devices.

EDUCATION:

Woodrow Wilson School Center for Employment, 10/2006 to 11/2007

Certificate received in: Material Management

- Production training, Management Skills, Productive Assembly- Line completed
- Stock inventory projector and move materials station it towards Doc.

ITT Technical Institute, Richmond, VA

Associates Degree, Electrical Engineering, Expected graduation March 2015

- PC programming, typing C address
- Microsoft team projects
- Electrical engineering, voltage and currents
- Computer formulas using robot control inventory
- Microprocessor and electronic techniques
- Group theory
- Electrical communications

SKILLS:

- General Stock Clerk, Catalog items into computer data based system
- Inspect stock daily, Loading and Unloading
- Moving stock and refilling as needed
- Take inventory manually or by scanner
- Receive merchandise, check documentation
- Deliver merchandise to indicated departments
- Maintain neat and organized work area
- Know and follow safety rules and proper lifting procedures and pallet jack
- Knowledge of work place ethics

WORK EXPERIENCE:

Receptionist

Golden Living Center, Petersburg, VA, 05/2009 to 11/2014

- Acted as Customer Service Representative, answering incoming and outgoing calls on a switch board phone, providing customers service skills, effective with employee staff members, and assist clients to their rooms

- Able to help the elderly with respect, kindness, and be gentle towards them
- Working with the rest of the staff members, showing teamwork skills

Transportation

Independence System Capacity, Chesterfield, VA, 10/2014 to 11/2014

- Help transport client to Day Support group services at the facility and take them to appointments
- Handle any obstacles and challenges as they arose

Production

Integrity - Amazon, Dinwiddie, VA, 03/2014 to 07/2014

- Picker/packer and manufacturer, forklift driver, and helped improve team effort procedures with motivational ideas
- Energetic, encouraged the crew team members with my integrity at the work place

Labor Worker

Lake Chasidim Golf Club, Chesterfield, VA, 06/2008 to 04/2008

- Cutting green, mowing, raking bunkers and able to practice Forklift driving
- Made the bunkers look professional for golf team and was motivated to work in the cold or heat outdoors, performed productive procedures as needed

Production Shipping Receiving

McKee Foods, Stuarts Draft, VA, 01/2007 to 03/2007

- Hands-on manufacturing products, working on truck load on dock, operate robot machinery
- Worked hands-on and at a good pace in this production facility

Stock Clerk

Wal-Mart, Charlottesville, VA, 10/2006 to 01/2007

- Worked as an intern in the Frozen Food Stack-line
- Productive, helped customers as needed and helped supervisors with any obstacles as a team representative

Volunteer the walk for fight against cancer

Experience:

Education: itt-technical training programming C++ address

Other Comments:

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Cedric Harris
5932 Shadygrove Circle
Raleigh, NC 27609
804-691-7987
notebook123.ch@gmail.com

Objective: To put my skills to use in a production manufacturing or electrical engineering role gaining hands on experience using electronic devices.

EDUCATION:

Woodrow Wilson School Center for Employment, 10/2006 to 11/2007

Certificate received in: Material Management

- Production training, Management Skills, Productive Assembly- Line completed
- Stock inventory projector and move materials station it towards Doc.

ITT Technical Institute, Richmond, VA

Associates Degree, Electrical Engineering, Expected graduation March 2015

- PC programming, typing C address
- Microsoft team projects
- Electrical engineering, voltage and currents
- Computer formulas using robot control inventory
- Microprocessor and electronic techniques
- Group theory
- Electrical communications

SKILLS:

- General Stock Clerk, Catalog items into computer data based system
- Inspect stock daily, Loading and Unloading
- Moving stock and refilling as needed
- Take inventory manually or by scanner
- Receive merchandise, check documentation
- Deliver merchandise to indicated departments
- Maintain neat and organized work area
- Know and follow safety rules and proper lifting procedures and pallet jack
- Knowledge of work place ethics

WORK EXPERIENCE:

Receptionist

Golden Living Center, Petersburg, VA, 05/2009 to 11/2014

- Acted as Customer Service Representative, answering incoming and outgoing calls on a switch board phone, providing customers service skills, effective with employee staff members, and assist clients to their rooms
- Able to help the elderly with respect, kindness, and be gentle towards them
- Working with the rest of the staff members, showing teamwork skills

Transportation

Independence System Capacity, Chesterfield, VA, 10/2014 to 11/2014

- Help transport client to Day Support group services at the facility and take them to appointments
- Handle any obstacles and challenges as they arose

Production

Integrity – Amazon, Dinwiddie, VA, 03/2014 to 07/2014

- Picker/packer and manufacturer, forklift driver, and helped improve team effort procedures with motivational ideas
- Energetic, encouraged the crew team members with my integrity at the work place

Labor Worker

Lake Chasidim Golf Club, Chesterfield, VA, 06/2008 to 04/2008

- Cutting green, mowing, raking bunkers and able to practice Forklift driving
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Production Shipping Receiving

McKee Foods, Stuarts Draft, VA, 01/2007 to 03/2007

- Hands-on manufacturing products, working on truck load on dock, operate robot machinery
- Worked hands-on and at a good pace in this production facility

Stock Clerk

Wal-Mart, Charlottesville, VA, 10/2006 to 01/2007

- Worked as an intern in the Frozen Food Stack-line
- Productive, helped customers as needed and helped supervisors with any obstacles as a team representative

Volunteer Application Wake County Advisory Boards and Commissions

Shelley Hollingsworth

5215 Vann Street

Raleigh, NC 27606

919-931-3155

919-533-7704

District 4

mailto:eqv2209@gmail.com

I am a(n) 44-year old Caucasian, Female. I am currently employed by Wake County Public School System as a(n) Middle School Science Coordinating Teacher. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Council on Fitness and Health
3. Open Space and Parks Advisory Committee
4. City of Raleigh Planning Commission
5. Raleigh-Durham Airport Authority
6. Citizen's Energy Advisory Commission

Township: Raleigh

Work Experience: Education/Curriculum, Broadcasting, Air Quality, Grants, Management

Volunteer Experience: American Wildlife Refuge

Education: BS in Meteorology
MEd in Curriculum & Instruction Supervision

Other Comments: Native of Wake County!!

How did you become aware of volunteer opportunities?
County Web Site

If "Other", how?

Staff Comments

Attachments

Shelley Hollingsworth

5215 Vann St. Raleigh, NC 27606

919-931-3155
shelley4911@gmail.com

Professional Experience

2009 – Present, Wake County Public Schools, Cary, North Carolina

Middle School Science Coordinator

- Supervise middle school science program at 40 middle schools
- Oversee curriculum design and resources bases on state standards
- Create and facilitate professional development on data-based needs for 500+ teachers
- Guide use of digital resources for various aspects of instruction
- Develop relationships with community stakeholders
- Co-director for regional Science Olympiad tournament

Middle School Science Teacher

- Differentiated inquiry-based science instruction for diverse population of students
- Served as science department chair
- Wrote items for state level standardized tests and conducted best practices workshops
- Supervised student teacher

2008-2009, Raleigh Police Department, Raleigh, NC

Crime Analyst

- Analyzed crime data and present to key personnel
- Researched ordinances related to robbery suppression and taxi safety

2005-2007, KBTX 4, Beaumont, TX

AMS Certified Broadcast Meteorologist/Co-Anchor

- Forecasted, produced and presented weather segments for daily live morning show
- Coordinated Golden Apple Teacher Awards; produced weekly franchise packages
- 2007 Texas State Teachers Assoc. School Bell Award for Journalism recipient

2001-2005, Saint Mary's School, Raleigh, NC

Instructor of Science, Grades 9-12

- Developed and instructed labs and lectures for advanced chemistry course
- Pioneered coursework & developed lab activities for a new geoscience course
- Served on safety and disaster management committee
- Coached WRAL Brain Game team, Varsity Swim team and Blue Heron Bowl team

2000-2001, Quest Academy Charter School, Raleigh, NC

High School Science Teacher

- Taught all high school science curriculum during inaugural school year

1998-1999, NC Division of Air Quality, Raleigh, NC

Environmental Specialist

- Coordinated and administered Mobile Source Emissions Reduction grant program
- Provided information to the public on alternative fuel vehicles and air quality
- Conducted Stage I Vapor Recovery inspections at gas stations statewide

1995-1997, The Science House, Raleigh, NC

Marine, Earth & Atmospheric Sciences Coordinator

- Pioneered and directed science outreach programs for K-12 students and teachers
- Developed and presented statewide science shows for schools and local media
- Assisted with grant writing and curriculum development
- Organized and maintained science library for teachers

Education

Master of Education – Curriculum & Instruction Supervision, UNC Wilmington, 4.0 GPA

Thesis: *Career Exploration in Middle School: A Program Evaluation*

Bachelor of Science, Magna Cum Laude, NC State University, Raleigh, NC

Major: Meteorology Elective Concentration: Communications/Theatre

NCTEACH Certification Program, NC State University, Raleigh, NC

Received Praxis Award for Top 15% Score on Content Area

Education Licenses

North Carolina: Curriculum Instructional Specialist (M)
Science Grades 9-12 (A)
Middle Grades Science 6-9 (A)

Nevada: General Science – Secondary 7-12

Publications & National Level Presentations

- "Determining the Public's Understanding of Precipitation Forecasts: Results of a Survey," Feature Article, *National Weather Digest*, Vol. 19, No. 3, March 1995
- "Soccer," Chapter in The Science of the Summer Games by Vincent Mallette, Charles River Media: Rockland, MA, 1996
- "Earthcycle" and "Dinosaurs: The Key to Bringing Math and Science out of Extinction," Presentations, 1996 Annual Meeting of the Geological Society of America, Denver, CO
- "Geoscience in a Girls School: Love at First Sight," Presentation, 2003 Southeast/South Central Regional Meeting & Education Session Leader Geological Society of America, Memphis, TN

Additional Certifications, Experience & Interests

- End-of-Grade Test Item Writer for North Carolina
- Workshop Presenter – NCTEACH Lateral Entry Program – NCSU
- Production Assistant (seasonal) – Live Nation (2004-present)
- American College of Sports Medicine (ACSM) Certified Personal Trainer
- PADI Advanced Scuba Diver
- Raptor Rehabilitation & Rescue
- Competitive Swimmer

Volunteer Application Wake County Advisory Boards and Commissions

Jameriala Jones

7722 Kingsberry Court

Raleigh, NC 27615

919-848-4049

District 7

mailto:ibelieveonly8@yahoo.com

I am a(n) 63-year old African American, Female. I am currently employed by J Peter Two as a(n) Instructor/Coordinator/Executive Director. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Council on Fitness and Health
3. Capital Area Workforce Development Board

Township: Raleigh

Work Experience: See attached Resume'

Volunteer Experience: Current Instructor -effective parenting communication skills, workplace soft skills at NCCIW in Raleigh, NC to women at the max security.Mentor JobStart (Volunteer)
Reentry Employment Specialist and Mock Interviewer trainer Butner Federal Correction Center 2015

Education: University of District of Columbia-Wash., DC - Applied Science-Corrections Admin. 1986
Lenoir Community College - Kinston, NC- Business Administration 1981-1983
Washington Tech. Inst.-Wash., DC-Human Services Tech, -Social Welfare 1972-1974
Reentry Employment Specialist 2015 Butner Federal Center, Butner, NC
Mediation Counseling 2010 Phoenix State University, Phoenix, AZ
Negotiation Counseling 2010 Phoenix State University, Phoenix, AZ

Other Comments: Orator Membership/Certifications
Toastmasters International-Mission Viejo, CA 92690
Advanced Communicator Toastmaster Bronze (ATM-B) 2012 (CTM) level in 2005

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Jameriala Jones

Email address: classes@jpeterworeentryprogram.com - 919 412-5736 (w) 919 848-4049(h)

Instructor & Coordinator-

J Peter TWO-- Nonprofit Agency (Full-time)

9560 Strickland Road, Suite #103-326 (virtual address)

Raleigh, NC 27615-5039 09/2009 to Present

Detrae Washington 919 398-0472- Member Board of Director's

Maintain the day-to-day operations of J Peter Two reentry service program, for the adult offender and ex-offenders with a pre/post curriculum. Coordinates classes in Problem-solving, Effective Parent skills, Workplace soft skills and Life-skills, Anger management and Effective Oral Communication and Job Skill Development training while in prison or reentry to community.

Mentor

JobStart (Volunteer) NCCIW-Raleigh Unit

Raleigh, NC 27610

Amy R. Otto, Director of Programs

919-675-2532 August 17- 2015- December 21- 2015

As a Mentor listening, encouraging, supporting, advising and questioning is to teach the participants, through objectivity and patience, in how to build positive relationships with others. Willing listener • Encouraging and supportive • Serve as a positive role model • Strive for mutual respect • Build self-esteem, motivation and role-modeling taking responsibility.

Reentry Employment Specialist

& Mock Interviewer Trainer Butner Federal Center, Butner, NC(Volunteer)

Old NC Highway 75, Butner, NC 27509

Mr. Bobby Hagar 919 575-5000 (Education Department)

Reentry Employment Specialist is to place many of the senoria that would be barriers to the ex-offender returning to their community. Mock interview is one of the very best ways to prepare for an actual employment interview. It allows you to gain experience and practice in answering questions similar to ones asked during an interview.

Instructor/Facilitator

MATCH Program (Volunteer) Women's Center, NCDPS

Raleigh, NC 27610

Diane Whitaker 919 828-4767 – June 2014 - Present

Pre-release six (6) weeks Effective Communication, Effective Parent and Child Communication and Workplace Soft-Skills classes for the women in the MATCH (Mothers and their Children) population at the Women's Center under the NCDPS in Wake County 1 ½ hrs. a week.

Education

University of District of Columbia-Wash., DC – Applied Science-Corrections Admin. 1986

Lenoir Community College – Kinston, NC- Business Administration 1981-1983

Washington Tech. Inst.-Wash., DC-Human Services Tech, -Social Welfare 1972-1974

Certifications

Reentry Employment Specialist

2015 Butner Federal Center, Butner, NC

Mediation Counseling

2010 Phoenix State University, Phoenix, AZ

Negotiation Counseling

2010 Phoenix State University, Phoenix, AZ

Leadership/Orator Membership/Certifications

Toastmasters International Rancho Santa Margarita, California, CA 92690 Bronze (ATM-B) 2012 (CTM) level in 2005

References

Dr. Alice Alston Noell

919-649-3872

Mr. Thomas Hidgon

919 621-8895

Mrs. Sara Stohler

919 821-4338

Volunteer Application Wake County Advisory Boards and Commissions

Kelsey Lyons

3200 OPTIMIST FARM RD

Apex, NC 27539

919-924-8683

919-924-8683

mailto:kelseytylons@gmail.com

I am a(n) 23-year old Caucasian, Female. I am currently employed by Duke Athletics as a(n) Video Assistant. My choices of boards on which to serve, in order of preference, are:

1. Adult Care Home Community Advisory Committee
2. Commission for Women
3. Historic Preservation Commission
4. Nursing Home Community Advisory Committee
5. Open Space and Parks Advisory Committee
6. Library Commission

Township: Apex

Work Experience: Work in video creation services and the service industry

Volunteer Experience: Was a girl scout for many years although that was some time ago.

Education: Middle Creek High School 11'
East Carolina University 15'

Other Comments: I would love to start helping the community as soon as possible.

How did you become aware of volunteer opportunities?

Other

If "Other", how?

Library Bookmark

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Melissa Martin

68 Wood Green Drive

Wendell, NC 27591

910-724-9681

910-724-9681

District 1

mailto:melissam1711@hotmail.com

I am a(n) 45-year old African American, Female. I am currently employed by Durham County Public Health as a(n) Allied Health Director. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women

Township: Wendell

Work Experience:	Allied Health Director (Laboratory and Pharmacy Services)	January 2014 - present
	Durham County Public Health (DCoDPH)	
	Staff Development Director	March 2010 - January 2014
	Equal Employment Opportunity (EEO) Coordinator	
	Central Regional Psychiatric Hospital, Butner, North Carolina	
	Training and Development Consultant	July 2005 - March 2010
	FirstHealth of the Carolinas, Pinehurst, North Carolina	
	Training Coordinator	January 2002 - July 2005
	Sandhills Mental Health Center, West End, North Carolina	

Volunteer Experience:

- NC Martin Luther King Jr Commission
- Redeeming Love Family Resource Center
- Executive Service Crops of the Triangle
- City of Raleigh Human Relations Commission
- Vance Granville Community College Community Board

Education:

- M.Ed. Training and Development, North Carolina State University
- B.S. Home Economics, North Carolina Central University
- B.A. Sociology, North Carolina Central University
- Project Management, Wake Technical Community College
- Six Sigma Green Belt Certified, North Carolina State University
- Development Dimensions International (DDI) Certified Facilitator

Other Comments:

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Melissa D. Martin
68 Wood Green Drive
Wendell, NC 27591
910-724-9681
melissam1711@gmail.com

Summary of Qualifications

Organized, resourceful leader with years of experience in developing and leading a wide range of program, learning, and performance improvement strategies.

Experience

Allied Health Director (Laboratory and Pharmacy Services)
Durham County Public Health (DCoDPH)

January 2014 - present

- Responsible for fiscal and administrative management of the DCoDPH Laboratory and Pharmacy
- Manage personnel and annual performance appraisal functions for program staff including: selection; supervision; and retention
- Monitor compliance of North Carolina Board of Pharmacy, CLIA and other regulatory standards, create corrective action plans for all deficiencies
- Lead and participate in several departmental and county-wide committees

Key Accomplishments:

- Assisted in the planning and execution of the Durham County Public Health Leaders Academy
- Executed Six Sigma tools in the Laboratory to improve workflow, supply management and efficiency
- Developed and implemented 340B compliance training and Pharmacy program
- Designed and managed preparation for CLIA survey
- Established budget measurements for program areas to monitor funds utilization

Staff Development Director

March 2010 – January 2014

Equal Employment Opportunity (EEO) Coordinator

Central Regional Psychiatric Hospital, Butner, North Carolina

- Implemented leadership development strategies that supported talent assessment, performance management, and coaching
- Directed staff to ensure compliance, safety and effective learning programs
- Evaluated organizational hiring practices and designed annual EEO plan

Key Accomplishments:

- Planned and managed to completion Dorothy Dix staff training merger with over 300 staff
- Designed corporate university structure for required leadership training
- Created inventory and purchasing system for facility training equipment and materials

Training and Development Consultant

July 2005 – March 2010

FirstHealth of the Carolinas, Pinehurst, North Carolina

- Led performance improvement and Lean Six Sigma teams to address agency performance and competency deficiencies with a multiple site healthcare agency
- Facilitated leadership development assignments using quality management principles
- Assisted with planning and administration of regional medical symposiums
- Designed and evaluated training online and ILT materials for clinical and nonclinical staff training programs

Key Accomplishments:

- Used Six Sigma DMAIC process to evaluate, reduce and standardize inpatient discharge process
- Process mapped and analyzed lab order turnaround time for critical lab test results
- Facilitated teambuilding sessions: Home Health, Moore County Chamber of Commerce, and Moore County Government

Training Coordinator

January 2002 – July 2005

Sandhills Mental Health Center, West End, North Carolina

- Managed training initiatives that supported clinical standards as set by regulatory agencies for an eight county mental health and substance abuse services provider
- Maintained a learning management system database to ensure staff training and competency requirements were documented and easily retrieved

Key Accomplishments:

- Evaluated annual training needs assessment results
- Developed training proposals and individualized training plans to address knowledge gaps
- Solicited feedback from supervisors to ensure updates to orientation programs supported departmental performance standards

Education and Certification

M.Ed. Training and Development, North Carolina State University

B.S. Home Economics, North Carolina Central University

B.A. Sociology, North Carolina Central University

Project Management, Wake Technical Community College

Six Sigma Green Belt Certified, North Carolina State University

Development Dimensions International (DDI) Certified Facilitator

Professional Development

Just Culture, North Carolina Quality Center

Investigating Workplace Violence, North Carolina Office of Human Resources

Equal Employment Opportunity Institute, North Carolina Office of Human Resources

Dedman Center for Business Leadership Institute, Sandhills Community College

Learning (2006, 2007, 2009) MASIE Center, Walt Disney Resort

Lean for Healthcare, North Carolina State University

Project Management for Everyone, Duke University

Incident Command Systems Preparedness Training

Volunteer Application Wake County Advisory Boards and Commissions

Amanda Miller

1902 Fairfield Drive

Raleigh, NC 27608

434-665-3408

District 5

mailto:amanda.miller@duke.edu

I am a(n) 29-year old Caucasian, Female. I am currently employed by Duke Raleigh Hospital as a(n) Marketing, Communications, Public Relations Specialist. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Human Services Board
3. Triangle Transit Authority Board
4. Open Space and Parks Advisory Committee
5. Capital Area Workforce Development Board
6. Council on Fitness and Health

Township: Raleigh

Work Experience: Marketing, Communications, Public Relations Specialist for Duke Raleigh Hospital | Raleigh, NC | July 2011-present | Oversee and manage all internal and external communications for Duke Raleigh Hospital, working closely with hospital administration and medical staff; as well as, serve as the liaison within the community. Work in partnership with hospital administration and medical staff leadership in identifying service line marketing goals, and develop communication and marketing plans accordingly. Created and implemented web presence strategy, maintaining brand integrity while increasing relevance through the management of all social media channels, website content, and monthly e-newsletter. Coordinate and manage special events such as community health education programs, as well as support oversight of all community partnerships, sponsorship's, and outreach initiatives. Work closely with leadership to plan and coordinate all internal communication, such as the implementation of electronic health records and the health system's response to Ebola. Serve as certified Public Information Officer.

Project Manager and Development Assistant for Residential Services Inc. | Chapel Hill, NC | September 2010 - June 2011 | Developed and implemented public relations strategy and campaigns to increase awareness and support fundraising efforts. Managed giving programs and client relationships, while working closely with the Executive Director and Board of Directors, to successfully raise over \$78,000 in seven months. Served as project manager for the organization's new Recreational Activity Center development; including, marketing materials, special events, identifying potential investors and local community benefactors, and securing in-kind donations.

AmeriCorps, Public Allies North Carolina | Durham, NC | September 2010 - June 2011 Trained extensively in the areas of: leadership, community advocacy, social entrepreneurship, asset based community development, diversity, conflict management, and disaster relief efforts. Co-chaired community service project that addressed the health disparities for a specific community related to socioeconomic barriers, access, and education to proper nutrition - established relationship with the community and implemented successful and sustainable program along with a community garden. Advanced leadership skills and developed and implemented strategies for strengthening communities, nonprofits, and civic engagement.

Volunteer Experience: Greater Raleigh Chamber of Commerce: Leadership Raleigh Class 30 Graduate, Young Professionals Network Programs Committee, First Responders Appreciation Task Force
Boys and Girls Club of Wake County: Breakfast of Champions Planning Committee
Triangle Family Services: Host Committee
Lung Cancer Initiative of North Carolina: 5k Planning Committee
City of Raleigh Citizens Leadership Academy Class of 2013
North Carolina Emergency Management Certified Public Information Officer

Education: East Carolina University | Greenville, NC | May 2010
B.S., Communication: Public Relations, Minor: Leadership Studies

G.P.A. 3.4

Activities: National Panhellenic Council, Recruitment Director; Delta Zeta Sorority, Risk Management/Social/Parents Weekend Chair; Public Relations Student Society of America

Honors: Omicron Delta Kappa National Honor Society, Delta Zeta Dream Girl Award (2010), Delta Zeta Susan Booth Stevenson Award (2009), Deans List and Honor Roll

Other Comments: It's no secret that Wake County is an incredible place to live, but my goal is to contribute to the efforts of ensuring that same quality of life for all of our residents.

How did you become aware of volunteer opportunities?

Current Wake County Volunteer

If "Other", how?

Staff Comments

Attachments

Amanda L. Miller

1902 Fairfield Drive

Raleigh, NC 27608

amanda.miller.nc@gmail.com

434-665-3408

@mandl_miller

Experience

Marketing, Communications, and Public Relations Specialist | Duke Medicine | Duke Raleigh Hospital
Raleigh, NC

July 2011 - present

- Oversee and manage internal and external communications for Duke Raleigh Hospital, working closely with hospital and medical staff leadership.
- Work in partnership with hospital administration and medical staff leadership in identifying service line marketing goals, and develop communication and marketing plans accordingly; such as, leveraging our partnership with the Lung Cancer Initiative of North Carolina to support the Lung Cancer Multi-D, Survivorship Clinic, and Prescreening Clinic marketing goals – contributing to volume growth.
- Created and implemented web presence strategy, maintaining brand integrity while increasing relevance through the management of all social media channels, website content, and monthly e-newsletter. For example, our success in achieving the 3rd spot in North Carolina with the 2014 Axial Exchange/Becker's Hospital Review Patient Engagement Index, with the highest scoring area in social media.
- Coordinate and manage special events such as our monthly health education program, as well as support oversight of all community partnerships, sponsorships, and outreach initiatives. Including, serving as the hospital liaison within the community; as well as partner associations such as North Carolina Hospital Association.
- Work closely with human resources and hospital leadership to plan, develop, and coordinate all internal communication; such as, the implementation of Maestro Care. Also, work in partnership with Corporate Communications to support health system communication efforts such as influenza vaccinations and Ebola education.

Project Manager/ Development Assistant | Residential Services Inc.
Chapel Hill, NC
September 2010 - June 2011

- Developed and implemented public relations/ marketing strategies and campaigns to increase awareness and support fundraising efforts.
- Managed giving programs and client relationships, while working closely with the Executive Director and Board of Directors, to successfully raise over \$78,000 in seven months.
- Served as project manager for the organization's new Recreational Activity Center development. Which included, creating marketing materials, coordinating special events, identifying potential investors and local community benefactors; as well as, overseeing development planning of the facility with architects, and soliciting in-kind donations of items for the construction and operation of the facility.

National Service Position; Ally
Public Allies North Carolina
Durham, NC
September 2010 - June 2011

- Trained extensively in the areas of: leadership, community advocacy, social entrepreneurship, asset based community development, diversity, conflict management, and disaster relief efforts.
- Co-chaired community service project that addressed the health disparities for a specific community related to economic barriers, access, and education to proper nutrition. Established a relationship within the community in order to develop and implement a sustainable program that helped bridge the gap, and provided the necessary education to maximize efforts.
- Achieve program goals of advancing leadership skills and developing strategies to strengthen communities, nonprofits, and civic engagement.

Education

East Carolina University | Greenville, NC | May 2010
B.S., Communication: Public Relations | Minor: Leadership Studies
G.P.A. 3.4

Honors: Omicron Delta Kappa National Honor Society, Delta Zeta Dream Girl (2010), Delta Zeta Susan Booth Stevenson Award (2009), Deans List and Honor Roll

Activities: National Panhellenic Council, Recruitment Director;
Delta Zeta Sorority, Risk Management/Social/Parents Weekend Chair
and Public Relations Student Society of America

Community Leadership

Greater Raleigh Chamber of Commerce
Leadership Raleigh Class 30, YPN Programs Committee
First Responders Appreciation Task Force
Boys & Girls Club of Wake County Breakfast of Champions
Planning Committee
City of Raleigh Citizens Leadership Academy Class of 2013
North Carolina Emergency Management Certified Public
Information Officer

Volunteer Application Wake County Advisory Boards and Commissions

Jeanne Pearce
1001 Spanish Moss Lane
Garner, NC 27529
919-594-1314
District 2

<mailto:jeanne.pearce@wakegov.com>

I am a(n) 56-year old Other, Female. I am currently employed by wake county as a(n) case manager. My choices of boards on which to serve, in order of preference, are:

1. Human Services Board
2. Domestic Violence Fatality Review Team
3. Commission for Women
4. Council on Fitness and Health
5. Housing Authority
6. Capital Area Workforce Development Board

Township: Garner

Work Experience: currently work for wake county, I have been employed with them for 16 yrs!!

Volunteer Experience: work on the Domestic violence committee at my church, also chaired it for 5 yrs

Education: assoc degree in Human Services Management

Other Comments:

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Jeanne Pearce

1001 Spanish Moss Ln, Garner, NC 27529
Home: 919-594-1314 Cell: 919-862-7908
Jeanne.Pearce@wakegov.com

SUMMARY

Motivated professional skilled Human Services Case Manager with 19 years of experience strong working relationships with fellow staff, supervisors and community members . Excellent Customer Service skills motivated to maintain customer satisfaction and contribute to company success. Responsible and reliable individual who's self-directed with given tasks . Skilled in researching and able to manage multiple projects under tight deadlines . adept at identifying and documenting cases of fraud intent and have the ability and knowledge implementing the best possible solutions. Great Computer skills. 3 years of supervisor experience.

HIGHLIGHTS

- Attentive listener
- Empathetic
- Strong communicator
- Detail-oriented
- Excellent interpersonal skills
- Team player
- Natural leader
- Grant writing
- organizational skills
- Data collection and analysis
- Creative problem solver
- Public speaking
- Interviewing
- Exceptional customer service
- MS Office proficient
- Reliable
- Strong work ethic

EXPERIENCE

Universal Case Manager, 05/2000 to Current
Wake County Dss - Raleigh, NC

Evaluate and process Medicaid ,and Food and Nutrition cases by reviewing documentation supplied by the client for eligibility evaluation. Make a determine based on Program policy. Interview client if need for addition information, address any issues and make referrals if needed. Complete the evaluation process by using the Ncfast software or EIS system.

EDUCATION

Associate of Science: Human services Management, 2014
University of Phoenix - Raleigh, NC, USA

Currently attending the University of Phoenix, will be graduating in the summer of 2014. I have completed courses pertaining to Grant writing, Management, interpersonal communication, Critical thinking, ethical issues in the Humans services organization and other courses to enhance my knowledge in the Human services field.

Application Submitted On:

08/26/2016
Adult Care
Home
Community
Advisory
Committee

Volunteer Application Wake County Advisory Boards and Commissions

Patryce Rispress

514 Old Scarborough Ln

Garner, NC 27529

919-862-7567

District 0

mailto:ms_ris@yahoo.com

I am a(n) 52-year old African American, Female. No employer indicated. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Adult Care Home Community Advisory Committee
3. United Arts Grants Panels
4. Capital Area Workforce Development Board

Township: Garner

If you live in an Extraterritorial Jurisdiction, ☒ Yes
check here:

Work Experience: Owned a organization
Finance Director
Accounting Manager

Volunteer Experience: Church organizations, food pantries, shelters, racial equity

Education: Accounting:
CMA
MSA
BA

Other Comments: In regards to United Arts Grants Panels: my son has a passion for the Arts (Chorus, band) he has participated in all-county and regional events and I would like to be apart of a panel that thinks this is very important today as it was in the past.

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

P. Angelicia Simmons

5122 Thornton Knoll Way

Raleigh, NC 27616

919-218-5157

919-715-3040

919-754-3344

District 1

mailto:angelicia.simmons@gmail.com

I am a(n) 45-year old African American, Female. I am currently employed by NC General Assembly as a(n) Legislative Liaison. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Juvenile Crime Prevention Council
3. Commission for Women
4. Juvenile Crime Prevention Council
5. Commission for Women
6. Commission for Women

Township: Raleigh

Work Experience: NC General Assembly, Office of Senator Erica Smith-Ingram - Legislative Liaison
Trinity Faith Full Gospel Church - Administrator
Division of Emergency Management - Agency Legal Specialist

Volunteer Experience: Susan G. Komen for the Cure - volunteered with the Education Committee to provide breast health information at programs and events
I WILL Program - designed a program to educate and train incarcerated women on breast health
The Fannie Lou Hamer Institute of Advocacy & Social Action - educate and train young girls ages 10-17 in leadership
Delta Sigma Theta Sorority, Inc. - former Social Action chair (2012-2015)

Education: Pinecrest High School - Diploma
NC A&T State University - BA, Political Science (Magna Cum Laude)
NCCU School of Law - JD

Other Comments:

How did you become aware of volunteer opportunities?

Other

If "Other", how?

I learned of the Commission for Women from one of my sorority sisters who thought that I'd be a good fit for this commission.

Staff Comments

Attachments

P. Angelicia Simmons

5122 Thornton Knoll Way
Raleigh, NC 27616
angelicia.simmons@gmail.com
919-218-5157

PROFESSIONAL SUMMARY

Experienced professional with proven leadership skills and strong community involvement with a desire to combine advocacy and community organizing, fundraising, campaigning, public speaking and writing skills.

WORK EXPERIENCE

North Carolina General Assembly

January 2015 – Present

Legislative Assistant – The Office of Senator Erica Smith-Ingram

- Provide policy assistance to the NC Democratic Caucus and my Senate member;
- Providing constituent services to the residents of District 3;
- Managing pages and interns assigned to the Senator's office;
- Advising the Senator on best practices of the Legislature; and
- Developing policies for the Member to be presented as bills.

Sandhills Community College

March 2013 – March 2014

GED & ESL Instructor, College and Career Readiness

- Provide instruction in Adult Basic Education (ABE), General Educational Development (GED), English as a Second Language (ESL), and Compensatory Education for the purpose of progressing students to higher levels of education;
- Provide individual and group instruction using a variety of teaching techniques and mediums and utilizing contextualized instruction pursuant to CASAS scores;
- Develop and design effective curriculums for students utilizing current technology; and
- Attend a minimum of 12 hours of staff development per year and report each activity to coordinator as completed.

Trinity Faith

November 2012 – March 2013

Executive Director

- Responsible for all aspects of operations, including providing marketing through establishment of community relations;
- Drafted and implemented policies and procedure and adhered to budget compliances and Standard Rules of Operation;
- Interviewed and hired candidates for employment as well as effectively supervised and managed seven employees and volunteers daily by providing team building activities; and
- Developed and articulated the policies of the business.

Organizing for America

October 2012 – November 2012

Deputy Field Organizer

- Recruited, managed, and trained volunteers to re-elect President Obama and other NC Democrats in 2012;

- Activated the NGP VAN/VoteBuilder political organizing tool for Raleigh precincts;
- Facilitated voter outreach initiatives such as door-to-door canvassing, registering voters, phone banking; and
- Assisted in growing the campaign on the ground by engaging current volunteers, co-managing neighborhood teams, and recruiting additional volunteers for voter contact activities.

Trinity Faith

November 2011 – October 2012

Executive Director

- Responsible for all aspects of operations, including providing marketing through establishment of community relations;
- Drafted and implemented policies and procedure and adhered to budget compliances and Standard Rules of Operation;
- Interviewed and hired candidates for employment as well as effectively supervised and managed seven employees and volunteers daily by providing team building activities; and
- Developed and articulated the policies of the business.

Temporary Solutions

April 2011 – November 2011

Executive Assistant – Department of Public Instruction

- Maintained the Director's appointment schedule by planning and scheduling meetings, conferences, teleconferences, and travel;
- Represented the director by attending meetings in the executive's absence; speaking for the executive;
- Completed projects by assigning work to clerical staff; following up on results;
- Prepared reports by collecting and analyzing information;
- Provided historical reference by developing and utilizing filing and retrieval systems; recording meeting discussions;
- Maintained professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies; and
- Contributed to team effort by accomplishing related results as needed.

U. S. House of Representatives

August 2010 – February 2011

Congressional Fellow ~ Office of Congresswoman Sheila Jackson-Lee

- Drafted legislation promoting better healthcare and rehabilitation opportunities for incarcerated women;
- Researched and analyzed pertinent legislation related to significant legislative issues using Congress.gov, House.gov, CRS, the Internet and Lexis/Nexis; and
- Attended Judiciary Committee hearings and provided briefings for the Congresswoman.

Trinity Faith

May 2006 – May 2010

Executive Director

- Responsible for all aspects of operations, including providing marketing through establishment of community relations;
- Drafted and implemented policies and procedure and adhered to budget compliances and Standard Rules of Operation;
- Interviewed and hired candidates for employment as well as effectively supervised and managed seven employees and volunteers daily by providing team building activities; and
- Developed and articulated the policies of the business.

North Carolina Department of Crime Control & Public Safety January 2000 - May 2006

Agency Legal Specialist ~ Hazard Mitigation Grant Program (HMGP)

- Prepared memorandums of law concerning emergency management legal issues;
- Drafted the NCDEM's Standard Operating Procedure Handbook (SOP) governance manual;
- Interpreted the NCDEM's SOP to assist in the implementation of HMGP;
- Implemented, managed and closed out the Town of Ahoskie's HMGP Program;
- Assisted NCDEM employees in legal matters and in the procurement of properties;
- Drafted and edited grant agreements allocating funding to local NC counties and municipalities;
- Assisted and supported the NC Assistant Attorney General for NCDEM in legal matters; and
- Communicated with and advised State and Federal Agencies on disaster related matters.

Womble Carlyle Sandridge & Rice

April 1998 – January 2000

Contract Paralegal

- Analyzed and interpreted medical documents;
- Reviewed batches of legal documents to capture specific, pre-defined data information;
- Recorded data by numbers for easily assortment and retrieval during the course of litigation; and
- Maintained strict confidentiality of document review information.

North Carolina Department of Crime Control & Public Safety

April 1997 – April 1998

Agency Legal Specialist - Public Assistance

- Prepared memorandums of law concerning emergency management legal issues;
- Interpreted the Code of Federal Regulations (CFR) as it applied to Hurricane Fran damages and NC citizens;
- Drafted appeals on behalf of NC citizens affected by storm's property damages;
- Assisted and supported the NC Assistant Attorney General for NCDEM in legal matters; and
- Communicated with and advised State and Federal Agencies on disaster related matters.

VOLUNTEER WORK EXPERIENCE

Racquel Williams for Raleigh City Council

August 2011 - October 2011

Campaign Manager

- Oversaw all aspects of the campaign including day-to-day operations including but not limited to contacting, communicating and working closely with the volunteer base;
- Crafted, messaged and promoted the candidates' platform;
- Organized and scheduled travel plans for the candidate;
- Canvassed precinct areas in District C, Southeast Raleigh, North Carolina;
- Researched pertinent issues relating to the candidate's issues; and
- Drafted candidate correspondences and press releases.

**Incarcerated Women Interested in Learning
& Living Program (I WILL)**

December 2003 – October 2010

Founder/Volunteer

- Acted as the primary liaison between North Carolina Department of Corrections' officials and incarcerated women;
- Developed the program and training manual for the educational initiatives for residents of North Carolina Correctional Institute for Women (NCCIW);
- Educated portions of the incarcerated women population on breast health;

- Partnered with Susan G. Komen for the Cure to implement I WILL Walk for the Cure, a fundraiser for the incarcerated women; and
- Assisted in identifying incarcerated women to be Ambassadors for the Program.

EDUCATION

The Women's Campaign School at Yale ~ Diploma ~ 2012

NC Women in Public Service ~ Diploma ~ 2012

The George Washington University ~ *Legislative Affairs* ~ 2010 - 2011

NC Central University School of Law, Durham, NC ~ JD ~ 1996

NC A&T State University, Greensboro, NC, BA, *Political Science*, Magna Cum Laude ~ 1992

PUBLICATION & ACCOMPLISHMENTS

Annual Report, Inmate Grievance Resolution Board – 1992

MEMBERSHIPS & ORGANIZATIONS

~ Member, *Trinity Faith Full Gospel Church* ~ Knightdale-Wake Forest Chapter, Delta Sigma Theta, Inc. –
Chair, Political Awareness & Involvement Committee, Delta Sigma Theta South Atlantic Region Fellow
– 2012 – 2014 ~ The Fannie Lou Hamer Institute of Advocacy & Social Action

REFERENCES

Margaret A. Dudley, Esq.
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Dudley Law Firm
amethyst23@bellsouth.net
(336) 373-0828

John C. Groom, Esq.
President
Stafford Act Consultants
john@staffordact.com
(919) 441-8754

Bettie Murchison
Nurturing Parenting Programs
National Trainer and Consultant
bettiemurchison@gmail.com
(919) 714-3854

Volunteer Application Wake County Advisory Boards and Commissions

Shelley Sink

5417 Olive Road

Raleigh, NC 27606

919-931-3155

919-533-7704

District 4

mailto:eqv2209@gmail.com

I am a(n) 44-year old Caucasian, Female. I am currently employed by Wake County Public Schools as a(n) Coordinating Teacher - Middle School Science. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Council on Fitness and Health
3. Citizen's Energy Advisory Commission
4. Yates Mill Park Advisory Board
5. City of Raleigh Planning Commission
6. Raleigh-Durham Airport Authority

Township: Raleigh

Work Experience: Education
Broadcasting
Air Quality
Production

Volunteer Experience: Swim Coaching
Animal Rescue

Education: BS Meteorology, NCSU
MEd Curriculum & Instruction, UNC Wilmington
PhD Candidate, STEM Education, NCSU

Other Comments: Native of Wake County

How did you become aware of volunteer opportunities?
County Web Site

If "Other", how?

Staff Comments

Attachments

Shelley Sink

5417 Olive Road Raleigh, NC 27606

919-931-3155

shelley4911@gmail.com

Professional Experience

2009 – Present, Wake County Public Schools, Cary, North Carolina

Middle School Science Coordinating Teacher

- Supervise middle school science program at 40 middle schools
- Oversee curriculum design and resources bases on state standards
- Create and facilitate professional development on data-based needs for 500+ teachers
- Guide use of digital resources for various aspects of instruction
- Develop relationships with community stakeholders
- Co-director for regional Science Olympiad tournament
- Marbles STEM Corps selection committee

Middle School Science Teacher

- Differentiated inquiry-based science instruction for diverse population of students
- Served as science department chair
- Wrote items for state level standardized tests and conducted best practices workshops
- Supervised student teacher

2008-2009, Raleigh Police Department, Raleigh, NC

Crime Analyst

- Analyzed crime data and present to key personnel
- Researched ordinances related to robbery suppression and taxi safety

2005-2007, KBTX 4, Beaumont, TX

AMS Certified Broadcast Meteorologist/Co-Anchor

- Forecasted, produced and presented weather segments for daily live morning show
- Coordinated Golden Apple Teacher Awards; produced weekly franchise packages
- 2007 Texas State Teachers Assoc. School Bell Award for Journalism recipient

2001-2005, Saint Mary's School, Raleigh, NC

Instructor of Science, Grades 9-12

- Developed and instructed labs and lectures for advanced chemistry course
- Pioneered coursework & developed lab activities for a new geoscience course
- Served on safety and disaster management committee
- Coached WRAL Brain Game team, Varsity Swim team and Blue Heron Bowl team

2000-2001, Quest Academy Charter School, Raleigh, NC

High School Science Teacher

- Taught all high school science curriculum during inaugural school year

1998-1999, NC Division of Air Quality, Raleigh, NC

Environmental Specialist

- Coordinated and administered Mobile Source Emissions Reduction grant program
- Provided information to the public on alternative fuel vehicles and air quality
- Conducted Stage I Vapor Recovery inspections at gas stations statewide

1995-1997, The Science House, NCSU, Raleigh, NC

Marine, Earth & Atmospheric Sciences Coordinator

- Pioneered and directed science outreach programs for K-12 students and teachers
- Developed and presented statewide science shows for schools and local media
- Assisted with grant writing and curriculum development
- Organized and maintained science library for teachers

Education

Currently Enrolled in PhD Program – NC State University, STEM Education

Master of Education – Curriculum & Instruction Supervision, UNC Wilmington, 4.0 GPA

Thesis: Career Exploration in Middle School: A Program Evaluation

Bachelor of Science, Magna Cum Laude, NC State University, Raleigh, NC

Major: Meteorology Elective Concentration: Communications/Theatre

NCTEACH Certification Program, NC State University, Raleigh, NC

Received Praxis Award for Top 15% Score on Content Area

Education Licenses

North Carolina: Curriculum Instructional Specialist (M)
Science Grades 9-12 (A)
Middle Grades Science 6-9 (A)

Publications & National Level Presentations

- "POP Goes the Forecast," Poster, 1994 National Weather Association Meeting, Raleigh, NC
- "Determining the Public's Understanding of Precipitation Forecasts: Results of a Survey," Feature Article, *National Weather Digest*, Vol. 19, No. 3, March 1995
- "Soccer," Chapter in The Science of the Summer Games by Vincent Mallette, Charles River Media: Rockland, MA, 1996
- "Earthcycle" and "Dinosaurs: The Key to Bringing Math and Science out of Extinction," Presentations, 1996 Annual Meeting of the Geological Society of America, Denver, CO
- "Marine Mammals," Keynote Address, 1997 Daniels Science Symposium, Raleigh, NC
- "Geoscience in a Girls School: Love at First Sight," Presentation, 2003 Southeast/South Central Regional Meeting, Geological Society of America, Memphis, TN (also served as Education Session Leader)
- "The Science of Hurricanes," Keynote Speaker, Hurricane Seminar, Lamar State College, Orange, TX, 2005 & 2006

Additional Certifications, Experience & Interests

- End-of-Grade Test Item Writer for North Carolina
- Workshop Presenter – NCTEACH Lateral Entry Program – NCSU
- Production Assistant (seasonal) – Live Nation (2004-present)
- American College of Sports Medicine (ACSM) Certified Personal Trainer
- PADI Advanced Scuba Diver
- Raptor Rehabilitation & Rescue
- Competitive Swimmer

Volunteer Application Wake County Advisory Boards and Commissions

Susan Stevens

105 Settlecroft Lane

Holly Springs, NC 27540

919-762-9846

919-665-9365

District 2

mailto:sjstevens@nc.rr.com

I am a(n) 60-year old Caucasian, Female. I am currently employed by Retired 12/31/15 as a(n) Director, Human Resources. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Council on Fitness and Health
3. Human Services Board

Township: Holly Springs

Work Experience: Retired 12/31/15 from 29 years in the Human Resources field, 37 years employment overall.
AmerisourceBergen - Remote work from my home; 2013 - 2015
- Director, Human Resources
United Technologies - Wilson, NC ; 2010 - 2013
- Group HR Manager
MeadWestvaco - South Lee, MA and Raleigh, NC 1997 - 2010
- Vice President, Human Resources
United Technologies Corporation, CT 1978 - 1997
- Human Resources, Industrial Engineering and Quality Assurance positions

Volunteer Experience: Current
Board of Directors, NC Coastal Pines Girls Scouts
Past
Board of Advisors, Greater Raleigh Chamber of Commerce
Board of Directors, Community Workforce Solution
Board of Directors, Wake County Meals on Wheels
Board of Directors Wake Educational Partnership
Steering Committee, Human Resource Association of Berkshire County, MA
Steering Committee, Wellness Council of the Berkshires, MA
Board Member & Personnel Committee, Berkshire County, MA United Way
Personnel Board, Town of Lee, MA

Education: MS, Management, HR Concentrate, Rensselaer Polytechnic Institute - Hartford, CT
BA, Sociology, Central Connecticut State University - New Britain, CT

Other Comments: Please see my LinkedIn Profile for full career details. I participated in the Leadership Raleigh Program 23. I have applied for the 2016 Triangle Regional Leadership Program. Now that I am retired, I have the time and capacity to focus on the needs of the community. My career has enabled me to develop the leadership, collaboration, planning and execution skills that could benefit any of these entities. If there are other recommendations as to how I may contribute, I would be interested to be advised of them.

How did you become aware of volunteer opportunities?
Newspaper

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Maureen Tarquini

3613 Lion Ridge Ct

Raleigh, NC 27612

919-785-2249

919-606-4717

District 7

mailto:purduemo@gmail.com

I am a(n) 53-year old Caucasian, Female. I am currently employed by Self-Employed - Tarquini Consulting as a(n) president. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women

Township: Raleigh

Work Experience: Analytics Consulting - Sept 2014-present,
Personal Coaching - Nov 2015-Present
Director of Analytics - Community Care of NC Feb 2013-Sept 2014
Analytics Director GSK - March 2002-Feb 2013

Volunteer Experience: Activate Good volunteer (various - Habitat for Humanity, Appetite for Art, Homeless Shelter, etc..)
Volunteer Organizer for Local Divorce Meetup 2009-present

Education: BS Industrial Engineering - Purdue University
MS Industrial Organizational Psychology - NC State
Certificate in Positive Psychology

Other Comments:

How did you become aware of volunteer opportunities?

Other

If "Other", how?
friend

Staff Comments

Attachments

MAUREEN TARQUINI

Providing leadership and strategy around the integration and synthesis of primary and secondary data into focused insights and actionable recommendations.

EMPLOYMENT EXPERIENCE

9/2014–current **Tarquini Consulting, LLC** **Raleigh, NC**

President/Lead Consultant - various companies

Helping businesses use and integrate data from multiple in-house and external sources for insight generation and strategic support. Key strengths include program evaluation and assessment, measurement and reporting, survey development, data collection, data visualization and advanced statistical analysis that focuses on the integration of results into executive level strategic recommendations.

2/2013 –9/2014 **Community Care of North Carolina** **Raleigh, NC**

Director, Analytics and Reporting

Led the creation and structure of a fast-growing analytics team (17 analysts and 4 managers). Developed operating procedures, quality measurements, coding standards, and service improvements to support CCNC core initiative of enabling physician-driven, patient-centered care that is currently benefiting more than 5,000 providers, 1.2 million patients and 9 million taxpayers. Created and monitored budgets including long range training and development plans and hosted annual all-hands meeting for the entire company (150+ employees). Led the development of a grant funded dashboard that provided key performance indicators to care managements and hospital administrators including readmission statistics and cost parameters as well as a modeled patient risk assessment.

3/2002 –2/2013 **GlaxoSmithKline** **RTP, NC**

Director, Digital Analytics (6/2010 -2/2013)

Led a team of analysts providing web analytics support, including ROI assessment for branded digital promotions. Provided insights around digital behavior and recommendations to brand spending across digital channels.

Director, Portfolio Planning and Optimization (5/2005-6/2010)

Managed a team of analysts that provided analytic support to sales force resource allocation. Developed portfolio recommendations for sales force size and structure and quarterly incentive plans. Develop and implement sales force targeting strategies using primary market research in conjunction with secondary data. Utilized segmentation to create physician target types to allow customized messages. Won a national Gold Spirit award for the design, implementation, and analysis of a national sales force field pilot that tested the impact of sales force resources on revenue – results were used to reduce sales force expenses saving the company an estimated \$10 MM annually!

Manager, Advertising and Promotion Analysis (3/2002 – 5/2005)

Conducted analysis of impact (ROI)/sales response of Direct To Consumer (DTC) and professional promotional initiatives. Design In-Market tests and Marketing Mix models to analyze impact and provide recommendations for media spend. Created standard business rules for aggregation of large consumer-level data warehouse to calculate persistence, adherence and customer loyalty indices.

12/1999 – 12/2001 **Plurimus Corp. (formerly Foveon Corp.)** **RTP, NC**

- Lead Author of Patent **US-7991901: "Method and System for Characterization of Online Behavior"** which documents the logic of clickstream data flow in determination and aggregation of site visits.

Manager, Measurement & Classification

Managed a team of Data Analysts and Web Classification Analysts that conducted multivariate predictive and descriptive analyses on consumer Internet behavior. Worked closely with sales, marketing, and product development organizations to create standardized web metrics and reporting. Delivered data solutions directly to customers and provided sales force training and technical support. Developed thorough taxonomy of site, host and URL classification information, through combination of internet data analysis, existing retail classification structures, and business research. As member of initial product development team, developed and modeled database architecture to support collection and aggregation of consumer web behavior. Created initial demographic and "firmagraphic" tables from Census files and BLS databases and used as input for weighting and projection tables.

12/1998 – 12/1999 National Center for O*NET Development Raleigh, NC

Research Consultant

Acted as the center's primary technical lead on a nationwide data collection to obtain occupational information to populate the Occupational Information Network (O*NET) database. Provided technical assistance and data analysis to satisfy Office of Management and Budget (OMB) reporting requirements. Analyzed the impact of various incentives on survey response rates. Prepared and conducted technical training and orientations for a wide variety of customers. Conducted needs assessment (surveys, focus groups, literature reviews, etc) to identify research needs.

10/1996 – 12/1998 Monterey Technologies Cary, NC

Graduate Intern

Provided assistance in the design and execution of usability studies on the customer interface (menu structures, displays, etc.) of various consumer electronics and software applications. Tasks included recruiting and running subjects, collecting and analyzing data, generating reports, and maintaining specification documents.

6/96-3/98 North Carolina State University Raleigh, NC

Graduate Assistant, NCSU Planning and Analysis - Survey Research/Undergraduate Assessment

Assisted in the design and coordinated implementation of faculty, alumni and employer surveys. Completed various statistical analyses of survey and budget data using SAS. Led focus group to assess centralized survey research needs at the university. Created databases containing demographic student data, survey responses, and scores from various assessment instruments.

6/94-5/95 GlaxoWelcome RTP, NC

Organizational Development Intern

Led team that created a preliminary job competency library for Glaxo. Developed information through executive interviews, focus groups, pilot surveys, and research on existing systems. Maintained large database of manager multi-rater performance feedback data. Cleaned data files. Completed statistical summaries (SPSS) to assist in organizational diagnosis. Selected vendor to provide confidential processing of manager reports.

1/85 -10/92 Data General Corporation Apex, NC

Sr. Industrial Engineer

Pioneered a new method of generating budget information and product cost estimates. Presented research paper at IV International Electronics Assembly Conference. Developed performance measurement criteria for automated PCB assembly process that allowed the monitoring and continual improvement of operating efficiencies. Provided Labor Reporting training to 300+ employees, reducing the labor card errors by 60%. Performed scheduling, man loading and machine capacity analyses (using simulation, SAS, and spreadsheets) to provide information used in developing key business strategies.

EDUCATION

M. S. Industrial/Organizational Psychology NC STATE UNIVERSITY. August 1998. GPA 4.0/4.0.
Significant Courses: Survey Research, Statistics for the Social Sciences, Consumer Research, Training & Development, Tests & Measurements, Quasi-Experimental Design, Human-Computer Interaction.

B. S. Industrial Engineering PURDUE UNIVERSITY. December 1984. GPA 5.0/6.0
- Teaching assistant for Statistics & Probability and Operations Research Courses.

Volunteer Application Wake County Advisory Boards and Commissions

Christa Washington

9910 Reanne Court

Raleigh, NC 27617

919-361-2021

919-961-8066

District 7

mailto:cewashington@me.com

I am a(n) 39-year old African American, Female. I am currently employed by North Carolina State University as a(n) Assistant Director for Leadership / Adjunct Faculty Shelton Leadership. My choices of boards on which to serve, in order of preference, are:

1. Durham and Wake Counties Research and Production Service District Advisory Committee
2. Library Commission
3. Commission for Women
4. Capital Area Workforce Development Board
5. Wake Technical Community College Board of Trustees
6. Triangle Transit Authority Board

Township: Raleigh

Work Experience: North Carolina State University
Assistant Director for Leadership / Adjunct Faculty Leadership
Saint Augustine's University
Department Chair, Assoc. Prof. of Psychology
North Carolina Central University
Site Manager
University of North Carolina at Greensboro (SERVE)
Program Specialist
University of Arkansas for Medical Sciences
Evaluation Coordinator

Volunteer Experience: Greater Raleigh Chamber of Commerce - Education Committee Member
North Carolina Museum of Art Contemporaries Board Member

Education: Post Doc Certificate Academic Leadership
Ph.D. Industrial/Organizational Psychology
M.A. Professional Counseling
B.A. Psychology

Other Comments:

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

CHRISTA ELLEN WASHINGTON, PH.D.

9910 Reanne Ct. ■ Raleigh, NC 27617
(919) 961-8066 (c) ■ (919) 361-2021 (h) ■ cewashington@me.com

EDUCATION

The Chicago School of Professional Psychology, Washington, DC Campus

- **Post Doc Certificate in Academic Leadership**

Walden University, Minneapolis, MN

- **PH.D. ■ ORGANIZATIONAL PSYCHOLOGY (SPECIALIZATION IN INDUSTRIAL)/summa cum laude/GPA: 4.0**

Dissertation Title: *"Mentoring, Organizational Rank, and Women's Perceptions of Advancement Opportunities in the Workplace."* Advisor: Bernadette Dorr

Argosy University (Former Name Georgia School of Professional Psychology), Atlanta, GA

- **MASTER OF ARTS ■ PROFESSIONAL COUNSELING / magna cum laude / GPA: 3.6**

PRACTICUM: Centers for Youth & Families: Individual Therapy, Group Therapy, and Sex Offender Therapy

University of Arkansas, Fayetteville, AR

- **BACHELOR OF ARTS ■ PSYCHOLOGY /** Research Emphasis: Cognitive Psychology

INSTITUTIONAL LEADERSHIP SKILLS

Academic Affairs, Education Policy, Curriculum Development, Institutional Research, Student Academic Success, Faculty Development, Traditional, Non-Traditional, and Graduate Students, Online Learning, and Strategic Planning, Program Realignment, Student Recruitment and Retention, Accreditations/SACS, and Community Relations

SPECIALIZED SKILLS IN HIGHER EDUCATION

Committed to understanding diversity and to nurturing a diverse population within an educational institution. Especially adept at monitoring student trends and developing effective recruitment efforts for leadership programs.

CORE DIVERSITY SKILLS

Experience ensuring that diverse staff and student populations exist, • Up-to-date on equal opportunity and affirmative action guidelines • Solid understanding of common non-discrimination policies • knowledge of HR policies with regards to diversity • Excellent problem solving skills

PROGRAM DEVELOPMENT

Revised undergraduate degree program at Saint Augustine's University. The new requirements focus on concentrations for specialization to better prepare students for graduate school. The curriculum was approved and implemented in 2009.

Developed the Chancellor's First Year Student Leadership Mentor Program for first-year students at NC State University

Developed a faculty and student mentoring group for new faculty and freshman students.

REAFFIRMATION OF ACCREDITATION EXPERIENCE

Appointed to leadership team at Saint Augustine's University to guide significant campus-wide preparations for the reaffirmation of accreditation by SACS in 2010.

TEACHING & ACADEMIC/ADMINISTRATION EXPERIENCE

North Carolina State University, Raleigh, NC

2013- Present

Assistant Director of Leadership Development/Scholar-in-Residence

- Direct all aspects of the Chancellor's First Year Leadership Program (recruitment, selection, teaching, partnerships, grant writing, program/curriculum development, and marketing materials)
- Develop and maintain community partnerships to expose students to career options (i.e. SAS, IBM, etc.)

- Oversee and manage the program's mentor/mentee program (i.e. tracking system)
- Work collaboratively with the Chancellor to develop and maintain strategic relationships and to develop program goals/objectives
- Interface and collaborate with on-campus academic departments to advance research and best practices on leadership, diversity, and higher education
- Create a presence for the program through website design, social media, and print material
- Attend and present at national and international conferences focused on higher education and STEM
- Publish research in scholarly journals focused on leadership, equity, advocacy and student education
- Develop and use analytics to assess program success and for future directions of the program
- Make presentations to on-campus and community stakeholders (i.e. faculty, staff, administrators, etc.) to increase program resources

ADDITIONAL RESPONSIBILITIES

- Selected to co-lead the realignment of the Office of Institutional Equity and Diversity
- Conduct research on diversity and inclusion strategies for improving the campus climate

Adjunct Faculty, Shelton Leadership

2015-Present

- Developed new course of community leadership for the campus leadership village (Impact Leadership)
- Instructor for community leadership course offered each fall semester (avg. 100 students)

Saint Augustine's University, Raleigh, NC

CHAIR, DEPARTMENT OF PSYCHOLOGY, SOCIOLOGY AND SOCIAL WORK

2007-2013

- First-line administrator for department. Implemented, coordinated, supervised and evaluated all instruction and related program management activities. Developed annual departmental goals and objectives. Developed a new academic policies and procedures manual.
- Responsible for faculty recruitment and retention for full-time and adjunct faculty. Designed a Departmental on-boarding process for new employees. Conducted annual performance reviews and provided professional development recommendations and opportunities for faculty members.
- Prepared and administered a Departmental budget up to \$10K. Monitored status of expenditures and maintain expense records. Allocated funds for professional development and local and national conference attendance for students and faculty.
- Campus Lead for Department Chairs' professional development programming
- Cultivated and maintained collaborative relationships with other units on and off campus.

ASSOCIATE PROFESSOR OF PSYCHOLOGY

2006 - 2013

- Designed syllabi, prepared class lectures plans aimed at meeting the unique social and academic needs of students from a wide range of cultural and socioeconomic backgrounds. Prepared Departmental course offerings for each academic semester.
- Developed and incorporated teaching methodologies that promoted social and global competencies. Authored new curriculum for Bachelor of Arts in Psychology that is aligned with American Psychological Association guidelines
- Mentored student research projects presented at local and national conferences. Developed a student-mentoring program for psychology majors.
- Taught résumé development and interviewing strategies for employment and graduate school interviews. Developed Psychology Handbook to increase students' knowledge of departmental expectations and requirements. Developed Speaker Series for Department to focus on post-graduation options.
- **Select Courses Taught:** General Psychology, Personality Theories; Cross Cultural Psychology; Industrial Organizational Psychology; Research Methods; Health Psychology; Organizational Development; Leadership in Organizations; Psychology of Adjustment, Sex, Gender and Behavior, and Senior Psychological Seminar.

Selected Achievements:

- Led department in offering the first online classes for psychology majors, enabling increased educational opportunities for adult learners and infusing social networking into the classroom setting.
- Expanded departmental majors in (Psychology and Sociology) to have concentrations in Industrial Organizational and Clinical Counseling.

- Conceived, launched, and won administrative support for the development and implementation of a cultural change initiative and new policies fostering a stronger emphasis on student research and professional development, raising the performance standards of both faculty and students.
- Assisted with development of a new faculty evaluation instrument offering greater specifications on the tenure and promotion process, outlining research, teaching, and service.
- Faculty Award for Excellence in Teaching (2008-2009)
- Faculty Award for Excellence in Research (2007-2008)
- Faculty Award for Excellence in Service (2006-2007)

North Carolina Central University, Durham, NC

2004 - 2008

EDUCATIONAL CONSULTANT & CENTER DIRECTOR

- Created educational plans and programs, wrote Individualized Education Programs (IEPs), researched and developed curriculum, interacted with school districts and student success programs, and attended meetings in accordance with standard course of study.
- Expanded programs to promote active learning and serve a larger student population. Initiated enrichment programs, such as peer tutoring, life skills, and service learning, including provision of comprehensive resources through a series of referrals, programs and services.
- Analyzed student performance and used information to customize tutoring and other support programs.

Selected Achievements:

- Led a team of parents, advisors, fellow teachers, counselors and other school-based support team members in the development IEPs to empower students toward goal attainment and academic success.

University of North Carolina at Greensboro (SERVE), Durham, NC

2003 - 2004

PROGRAM SPECIALIST (one-year contract)

- Facilitated educational programming directed and funded by the Institute of Education Sciences, Office of Elementary and Secondary Education, including the Southeast Regional Education Laboratory, and the National Science Foundation.
- Initiated and implemented innovative educational programs and developed creative learning environments. Led and co-authored papers and proposals to secure local, state, and federal contracts for new programming. Provided training on best practices for educational programming.

Selected Achievements:

- Selected by the U.S. Department of Education to serve on a national team of research experts developing a national toolkit on educational curriculum, inquiry-based learning, and after-school programming.
- Assisted with redesign and expansion of website content to increase accessibility of information and ease of navigation, as well as marketing of the educational research division, resulting in additional contracts.

University of Arkansas for Medical Sciences, Little Rock, AR

2001 - 2003

CO-INVESTIGATOR AND EVALUATION COORDINATOR (Grant Funded Position) / PROGRAM COUNSELOR

- Developed and coordinated Science and Educational Research Pilot Studies/Pipeline Programs for minorities. Supervised and trained part-time employees to work with the Summer Science Program
- Managed the evaluation and assessment of the summer science programs (IRB submissions, protocols, testing, etc.) and conducted orientation sessions for participants.

Selected Achievements:

- Wrote grant proposals to state agencies, foundations, and corporations such as Rockefeller and Verizon.
- Successfully recruited over 150 disadvantaged youth to participate in the Summer Science Enrichment Program. Increased student participation by 30%.

ONLINE TEACHING EXPERIENCE

Kaplan University

2016-Present

Adjunct Faculty (Industrial Organizational Psychology Graduate Program)

- Adjunct faculty member for IO Psychology master's and doctoral degree programs
- Facilitate graduate online seminars for students in the IO psychology program
- Serve as a dissertation committee member for IO Psychology Program

The Chicago School of Professional Psychology, Online Campus 2015- Present
Adjunct Faculty (School of Organizational Leadership, Ph.D. Program)
■ Facilitate the following courses: (1) Strategic Organizational Management, (3) Personality and Life Span in the Workplace, (3) Emerging Theories of Leadership and (4) Non-Profit Governance
■ Teach online classes with the new Canvas learning platform
■ Serve on dissertation committees in the School of Advanced Studies

University of Phoenix, Virtual 2009-2015
Adjunct Faculty (School of Advanced Studies)
■ Adjunct faculty member for psychology master's and doctoral degree programs
■ Teach online classes with various learning platforms (Blackboard, Canvas, Moodle, etc.)
■ Serve on dissertation committees in the School of Advanced Studies

OTHER PROFESSIONAL WORK EXPERIENCE

University of Arkansas Cooperative Extension, Little Rock, AR 2002 - 2003
AMERICORPS PROMISE FELLOW / COMMUNITY LIAISON (one-year contract)
■ Designed, developed, delivered, evaluated, and validated "soft skills" training curricula servicing over 15 low-economic communities. Cultivated and maintained partnerships with several community leaders and organizations.
■ Recruited volunteers and conducted training workshops to sustain initiative of Educating Arkansas' Youth.
■ Instructed and served youth in rural communities in Arkansas through educational programs.

Girl Scouts of Ouachita Council, North Little Rock, AR 2001 - 2002
AMERICORPS PROMISE FELLOW / EDUCATIONAL PROGRAM OUTREACH COORDINATOR (one-year contract)
■ Assisted five communities in assessing community and educational resources and implementing educational programs to serve more than 300 underserved youth. Assisted nonprofit organizations in implementing diversity programs.
■ Coordinated and facilitated professional development workshops for staff members. Conducted training workshops on inclusiveness, teaching styles, and service-learning.

Fulbright School of Public Affairs, Fayetteville, AR Summer 2000
PROGRAM COUNSELOR & ASSISTANT PROGRAM MANAGER
■ Contributed to the planning and development of the Educational Enrichment Program for gifted and talented students.
■ Worked closely with educators, policy makers, community leaders and government officials in developing program format. Designed and participated in simulations on public policy, international affairs, governmental affairs, and state and local issues.
■ Managed 15 students in the design and publication of a school newspaper, as Instructor of Journalism.

University of Arkansas, Fayetteville, AR 1996 - 2000
STUDENT SUPPORT SPECIALIST / STUDENT WORKER
■ Hired as a telecommunications specialist to assist with marketing and public relations. Promoted to academic affairs in the first year to help with special programming and minority recruitment. Contributed to strategic planning, program development, minority recruitment and retention, and educational research.
■ Assisted with minority recruitment. Planned and coordinated special events, conducted campus tours, and sat on panel discussions and search committees for faculty, staff and administrators.

BOOK CHAPTERS

- Washington, C.E., Watson, C., Arrendondo, P., Luster-Teasley, S., & Engerman, K. (In progress)
Book Chapter: **STEM Diversity in Operation: Maximizing the value of scientific human capital**

MANUSCRIPTS ACCEPTED FOR PUBLICATION

- Washington, C.E. (2014). "Succession Planning in Higher Education." **White Paper NC State University**

- Washington, Christa. (2011) "*Mentoring, Organizational Rank, and Women's Perceptions of Advancement Opportunities in Business and Transportation.*" **International Journal of Business and Social Science**
- Washington, Christa (2010). "*Mentoring, Organizational Rank, and Women's Perceptions of Advancement Opportunities in the Academy.*" **Oxford Journal of Public Policy**

MANUSCRIPTS SUBMITTED FOR PUBLICATION

- Washington, C. E. (2013). "*Mentoring and Coaching Opportunities in the Academy.*" **Journal of Cultural Diversity and Ethnic Minority Psychology**

SELECTED CONFERENCE PRESENTATIONS

- Washington, C. E. 2016. "*Professional Practices for Aspiring Leaders*" Impact Leadership Village Spring Conference, **NC State University**, Raleigh, NC.
- Washington, C. E. 2016. "*Diversity in Higher Education*" University of Arkansas Black Alumni Association, **University of Arkansas**, Fayetteville, AR.
- Washington, C. E. 2016. "*Leadership Challenges for Women of Color in Higher Education*" Council on the Status for Women, **NC State University**, Raleigh, NC.
- Washington, C. E. 2016. "*Succession Planning in Higher Education*" Leadership Excellence and Gender Symposium, **Purdue University**, West Lafayette, Indiana
- Washington, C. E. 2015 "*Leadership Tools for Women*" Leadership Development Series, **NC State University**, Raleigh, NC.
- Washington, C. E. 2015. "*Laws Impacting Women*" Don't Cancel That Class Series, **NC State University**, Raleigh, NC.
- Washington, C. E. 2015. "*Prism on Intersectionality*" **University Activities Board**, **NC State University**, Raleigh, NC.
- Washington, C.E., Taylor, O. Mack, K. Engerman, K., and Watson, C. 2015. "*Opportunities for Underrepresented Scholars in STEM*" National Science Foundation, **Washington, D.C.**
- Washington, C. E. 2015. "*Women in STEM: Higher Education.*" Gender Summit, **Cape Town, South Africa**
- Washington, C.E. 2014. "*Leadership Challenges for Women of Color in Higher Education.*" **NC State Conference on Leadership and Diversity**. Raleigh, NC.
- Washington, C.E. 2014. "*Succession Planning in Higher Education.*" Invited roundtable discussant. **American Association of Blacks in Higher Education**. Atlanta, GA.
- Washington, C. E. 2013. "*The Future of Higher Education: Scholarship Reconsidered.*" Invited as keynote address for the **Education and Talent Creation Conference**. Pine Bluff, AR.
- Washington, C. E. 2013. "*Why Mentoring Matters.*" Invited to give closing address at the **Student Success Conference**. Raleigh, NC.
- Washington, C.E. 2012. "*Women and Career Advancement.*" Invited to present a paper at the **London's Women Leadership Symposium**, London, England.
- Washington, C. E. 2012. "*Women and Mentoring in the Academy.*" Invited to present a poster at **American Psychological Association** Annual Convention, Orlando, FL.
- Washington, C.E. 2012. "*Master Work: How to Effectively Manager Your Time as a Department Chair.*" Invited to present at a roundtable discussion at the **Deans and Chairs Annual Conference**, Charleston, SC.
- Washington, C. E. 2011. "*Self-Regulation and Motivation to influence Student Learning*" Invited to present a poster at the **Eastern Conference on the Teaching of Psychology**, Harrison, VA.

- Washington, C.E. 2010. "*Mentoring and Women in the Academy: Status and Prospects.*" Invited to attend and present paper at **The Annual Oxford University Round Table Discussion**, Oxford, England
- Washington, C. E. 2009. "*The Perceptions of Career Barriers of Women in the Workplace.*" Invited Paper Presentation at the **River Cities Industrial Organizational Annual Conference**, Chattanooga, TN
- Washington, C.E. 2008. "*The Psychological Factors that Impact Study Skills: Thought Processes, Memory, and Recall.*" Paper Presentation at the **35th Annual Youth Motivational Task Force**, Pine Bluff, AR
- Washington, C.E. 2007. "*The Effects of Mentoring on Organizational Rank of Women in the Workplace.*" Paper presented at the **28th Annual Industrial Organization and Organizational Behavior (IOOB) Conference**, Indianapolis, IN.
- Washington, C. E. 2007. "*Adapting to the Corporate Culture.*" Presentation at the **20th Annual Youth Motivational Task Force (YMTF) Conference**, Pine Bluff, AR.

GRANT WRITING

- PI for HBCU-CFE Behavioral Health Capacity Expansion Mini-Grant (\$3,000) **2012-2013**
- Advance Mentoring Grant Cross-Cultural Mentoring of psychology students (\$1,000) **2011-2012**
- Teaching and Globalization Grant for Historically Black Colleges NIH (\$28,000) **2008**
- Minority Summer Science Education Grant Rockefeller Foundation-UAMS (\$400,000) **2001-2003**

FELLOWSHIPS

- OURS Fellow, The Chicago School of Professional Psychology (DC Campus) **2013- 2014**
- Duke University, Human Rights Summer Institute **Summer 2009**
- National Public Service Fellowship, Walden University **2004 -2007**
- AmeriCorps Promise Fellow, University of Arkansas Cooperative Extension **2002 - 2003**
- University of Arkansas Medical Sciences Minority Summer Science Fellowship **1996 - 1997**

CONSULTING EXPERIENCE

- American Association of Colleges and Universities (Washington, DC) **2016**
- Lend and Lease Construction Developed Leadership Training Workshop (Raleigh, NC) **2015**
- The College of Aspiring Artists (Educational and Research Consultant) **2013**
- SAS, Cary North Carolina (Consultant for developing their "first" mentoring program) **2012**
- Selected to facilitate Employee Engagement Workshop for Lockheed Martin (Camden, AR Plant) **2010**
- Conducted Faculty Engagement Workshops for Griffith Academy (Winston Salem, NC) **2009**
- Participant in the UNCF Council for Preparing Students' for the Global Workforce of the 21st century **2008**
- Contracted to develop curriculum and educational services for 21st Century Learning Centers **2004 - 2008**

COUNCIL AND COMMITTEE APPOINTMENTS

- Parks Scholars Civic Engagement Initiative Faculty Mentor, NC State University **2016**
- Impact Leadership Village Advisory Committee, NC State University **2015- Present**
- Student Leader Training Committee, NC State University **2015- Present**
- University Diversity Advisory Committee, NC State University **2013-Present**
- Greater Raleigh Chamber of Commerce, Education Committee **2013-Present**
- Institutional Review Board (Chairperson), Saint Augustine's University (SAU) **2009-2013**
- Administrative and Academic Leadership Team, Saint Augustine's University **2011-2013**
- Strategic Planning Committee, Saint Augustine's University **2008-2013**
- General Education Committee, Saint Augustine's University **2011-2013**
- Academic Policies Committee, Saint Augustine's University **2012**
- Vice-Provost of Student Affairs Alumni Council, University of Arkansas **2009-2011**
- Honor's Program Council, Saint Augustine's University **2008-2013**
- Tenure and Promotion Committee, Saint Augustine's University **2007-2010**

-2016

RESEARCH SERVICES

- National Science Foundation (NSF) Graduate Research Proposal Reviewer **2016**

- Association of American Colleges & Universities, *PCFF Proposal Reviewer* 2015
- North Carolina State University Gender Studies Journal, *Reviewer* 2014- Present
- The University of Nebraska Buross Institute of Mental Measurements Yearbook, *Reviewer* 2013
- Division of Ethnic Minority Issues (APA Division 45), *Proposal Reviewer* 2012
- Psychological Services (APA Division 18's Journal), *Reviewer* 2011
- Saint Augustine's University, *Lead Faculty on Psychology Senior Thesis* 2008
- Proposal Reviewer; Industrial Organization and Organizational Behavior Annual Conference 2008
- McGraw Hill, Cengage Learning, and Pearson, *Book Reviewer* 2008- 2012
- Association for the Study of Higher Education (ASHE), *Proposal Reviewer* 2006
- Selected as Arkansas Fellow Leader to attend Promise Fellow Leader Institute 2003

■ NETWORKS & ASSOCIATIONS

- Society of Industrial Organizational Psychology (SIOP)
- National Association of Scholars (NAS)
- American Psychological Association (APA)
- University of Arkansas Alumni Association
- Society of STEM Women of Color (SWOC)
- The National Diversity Council

PROFESSIONAL DEVELOPMENT

- National Science Foundation (Graduate Fellows Panel Reviewer) 2015-2016
- STEM Women of Color Conclave 2015
- Faculty Leader, NC State Leader Shape 2015
- Graduate of Leadership Raleigh Class 28 Raleigh Chamber of Commerce 2013
- Graduate of Inaugural Emerging Leaders Program Raleigh Chamber of Commerce 2012

Volunteer Application Wake County Advisory Boards and Commissions

Lamara Williams-Jones

117 Parkhaven Lane

Garner, NC 27529

919-889-8969

919-508-1820

mailto:lcptygirl@gmail.com

I am a(n) 49-year old African American, Female. I am currently employed by North Carolina Department of Transportation as a(n) Research Librarian. My choices of boards on which to serve, in order of preference, are:

1. Triangle Transit Authority Board
2. Commission for Women

Township: Garner

Work Experience: Reference/Instruction Librarian, University of Iowa, Iowa City, Iowa
Reference/Instruction Librarian, Louisiana State University, Baton Rouge, LA
News Researcher, The News & Observer, Raleigh, NC
Research Librarian, North Carolina Department of Transportation, Raleigh, NC

Volunteer Experience: Food Bank of North Carolina
ArtSpace of Raleigh
Town of Garner Citizen's Academy

Education: MLIS (Master's of Library and Information Science)
Louisiana State University, Baton Rouge, LA

B.A. Mass Communications (Journalism)
Alcorn State University, Lorman, MS

Other Comments:

How did you become aware of volunteer opportunities?

Other

If "Other", how?

I'm interested in volunteering and sought out opportunities in Wake County by doing a google search.

Staff Comments

Attachments

Application Submitted On:

02/10/2016
Commission
for Women

Volunteer Application Wake County Advisory Boards and Commissions

Mary Williams-Stover

1215 Balmoral Drive

Cary, NC 27511

919-641-8675

919-715-9437

District 3

mailto:marywilliamsstover@gmail.com

I am a(n) 59-year old African American, Female. I am currently employed by N.C. Council for Women as a(n) Deputy Director. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Domestic Violence Fatality Review Team
3. Nursing Home Community Advisory Committee
4. Human Services Board

Township: Cary

Work Experience: Deputy Director - NC Council for Women
2010 - Present
Sr. Vice President - United Way of the Greater Triangle
2009- 1996
Director of Diversity/Volunteer Management - United Way of America
1995- 1989

Volunteer Experience: Board Member, Center for Volunteer Caregiving
Board Member, Leadership Triangle
Member, The Cary High School Band Parent Group

Education: University of Maryland, College Park - B.S. , Journalism/Public Relations
Pfeiffer University - MPH/MBA - 1 year
Georgetown University - Certificate in Organization Development

Other Comments: Currently I am very interested in bringing my experience as a member of the N.C. Council for Women to support the work of the Wake County Commission for Women

How did you become aware of volunteer opportunities?

County Web Site

If "Other", how?

Staff Comments

Attachments

Volunteer Application Wake County Advisory Boards and Commissions

Mattie Williams

4236 Cashew Dr

Raleigh, NC 27616

919-771-4309

District 1

<mailto:mattiem.williams@yahoo.com>

I am a(n) 46-year old African American, Female. I am currently employed by Consultant as a(n) Human Resources Generalist. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Juvenile Crime Prevention Council
3. Capital Area Workforce Development Board

Township: Raleigh

Work Experience: I have worked in the field of HR for the past 15 years, my experience has be with diverse employees and adhering to federal and state employment laws.

Volunteer Experience: WakeMed church

Education: B.S Accounting
Associate, Human Resources

Other Comments: I think I would be an asset to any group, I have an open mind, a heart for people and want to give back to my community.

How did you become aware of volunteer opportunities?
County Web Site

If "Other", how?

Staff Comments

Attachments

Mattie Williams

4236 Cashew Dr. Raleigh, NC 27616

919-771-4309 | mattiem.williams@yahoo.com

Profile: **Experience:** Fifteen years plus HR Professional with broad skills as a generalist with expertise in benefits, compensation and employee relations. Experienced in policy making, training, identifying & selecting, on-boarding, recruiting and managing personnel. Highly knowledgeable in government policies, practices and regulations concerning human resources.
Leadership: Innovator who has played a lead role in the implementation of open enrollment, benefit renewal, process improvement and technology upgrades.
Communication: Outgoing team builder who engages census by listening, respecting all points of views and establishing a vision for success. Strong interpersonal and time management skills.

Software and Skills: ADP, Ceridian, NetSuite, HCM SAP HR, (AskHR) ticket systems. Microsoft Office Suite (Word, Excel, Outlook, and PowerPoint), SQL and People Soft. Extensive knowledge of Health & Welfare, Group Insurance, Defined Benefits, Defined Contributions, Payroll Core, Recruitment and Salary Classification

Education: Elizabeth City State University Wake Technical College
Bachelor of Science in Accounting Associate in Human Resource Management

Experience: Contract Employment **2014-Present**
Benefits Consultant, ABB via PDS Technical (February 2016-Present)

- Maintain employee master data and the organizational management structure using established processes and procedures and direction from customer inquiries, utilizing judgment and discretion.
- Consult with business partners to share Organizational Management knowledge and expertise and to offer solutions. Monitor and analyzes employee issues from start until resolution
- Collaborate with partners in the business to ensure understanding of customer requirements and to provide solutions that meet these requirements while maintaining the integrity of the employees and the company.
- Audit benefit files for accuracy among employee elections against new system data.
- Submit weekly and semi-monthly 401k contributions and loan repayments.
- Create ad hoc reports to validate data.

Human Resources Generalist, Duke PRMO via Greer Group (December 2014- February 2016)
Worked in a contract capacity handling Employee Relations and Work Culture Survey administration for PRMO, Patient Revenue Management Organization, an entity under Duke Medicine that handles the revenue cycle for all Duke Hospitals, Clinics and outlying medical facilities with 1500 employees.

- Develop work plans to include identification of financial and people resources to execute organization-wide projects related to rewards and recognition, employee events and work culture initiatives.
- Identify employee relations areas that impede organizational progress and recommended appropriate interventions and/or other corrective actions as needed.
- Apprise HR Director and HR Manager of organizational issues, problems or trends and provide appropriate recommendations or conclusions as necessary or requested.
- Analyze and compose written and graphical interpretations of quantitative and qualitative data to identify trends and practices for HR.
- Represent the organization in unemployment hearings and internal dispute hearings.
- Participate in specific departmental Work Culture interventions and provide support in creating action plans based on survey results deficiencies.
- Involved in Succession planning for departments.

HR/Benefits Manager, SafeStreets USA August 2013 – November 2014
Benefits: Manage a range of benefits programs, including 401(k), COBRA and Workers compensation. Develop total reward strategies (compensation/benefits) to improve recruiting and retention. Identify options that control costs while giving employees a range of options for healthcare and related services. Review consultant reports on benefits providers and plans, and make recommendations to leadership regarding strategy.

- Skilled in employee life cycle development and issue resolution for the business. Effective problem solving and timely closure of all escalated issues and employee conflicts.

- Developed a benefits strategy that aligned the company with competitors, main point of contact for group insurance and defined benefits.
- Project lead on the conversion of benefit plan from BCBS to United Healthcare.
- Liaison with Payroll, IT, NetSuite consultants and benefit vendors to ensure scope, deliverables, and timeliness were met.
- Responsible for ensuring the correct amounts of premiums payments were deducted from employee's pay for their benefits.
- Achieved \$3-\$5k a quarter savings by creating a catchup plan for missed weekly employee premiums.
- Reduced healthcare costs by adding a high deductible plan; increased enrollment to 10% through an education program.
- Ensured all benefit plans, policies and programs were in compliance with Federal and State legislature including ERISA, HIPPA, FMLA, COBRA and external reporting requirements.
- Improved compliance and cut costs by streamlining processes and (online enrollment, EFT of 401k contributions).
- Complete and file annual filings.
- Project lead on the conversion of 401k plan from ADP to Fidelity.

Employee Relations: Investigate employee complaints related to workplace behaviors. Conduct exit interviews.

- Played a key role with departments that adjusted work force levels due to acquisitions and downsizing.
- Represented the company in unemployment hearings.
- Assisted managers with employee issues affecting the work place, conducted appropriate investigations and issued disciplinary as needed.
- Provided written case summaries decisions and recommendations for employee disputes.
- Directed EEOC claims and investigations for organization.

Human Resources Generalist, Shaw University

September 2010 – August 2013

- Investigated and prepared responses to EEOC charges.
- Recruited, interviewed, and recommended candidates for internal positions.
- Resolved employee queries at first contact 90%. More complex employee queries were typically resolved within 1 to 2 business days of initial contact.
- Main point of contact for group insurance and 403(b) plan. Counseled on new hire enrollment, medical, dental, and retirement. Educated on all benefit/payroll related deductions.
- Effective problem solving and timely closure of all escalated issues and employee conflicts.
- Active involvement in personnel and technical administration and development of policies.
- Vendor liaison between employees, vendors and medical carriers. Subject matter expert on COBRA, FMLA, FSA, HIPAA, and LOA policies and procedures.
- Handle internal COBRA administration process and premium benefit payments for 9/9, 10/10, 11/11 faculty and staff during off cycle months.
- Experienced with weekly and semi-monthly payroll, mass loads updates, union dues and special pay processing.

Tax Analyst & Compensation Specialist, Stock Building Supply

February/2006 – May/2009

- Process payroll taxes for organization and all of the different entities.
- Corresponded with Federal and State agencies.
- Handle due diligence responsibilities for acquisitions.
- Defined exempt vs. non-exempt employees.

Human Resources Specialist, Wake Health Services

June/2004 -- February/2006

- Payroll responsibilities for 350 employees.
- Recruitment and onboarding of employees.
- Main point of contact for group insurance and retirement plans. Reconciliation of invoices.

HR Specialist/Staff Accountant, Sapiens Americas

March/2001 – June/2004

- Account receivables processing.
- Human resource assistance to HR Manager.

Payroll Specialist, Quintiles

April/1999 - March/2001

- Processing payroll for executive payroll; handling pension issues and escalations.

Tax Analyst, Paychex, Inc.

November/1995 – April/1999

- Payroll processing for high volume and diverse pay schedules/frequency customers.
- Handle tax issues for all of company's 150 plus clients.
- Responded to letters, abatements and fines related to client payroll taxes.

References Available upon Request

Application Submitted On:

03/20/2016

Volunteer Application Wake County Advisory Boards and Commissions

Paula Wolf

616 Weathergreen Drive

Raleigh, NC 27615-3221

919-846-1432

919-260-7556

District 6

<mailto:paulaa.wolf@gmail.com>

I am a(n) 63-year old Caucasian, Female. I am currently employed by Paulatics as a(n) Owner. My choices of boards on which to serve, in order of preference, are:

1. Commission for Women
2. Raleigh-Durham Airport Authority

Township: Raleigh

Work Experience:

Volunteer
Experience:

Education:

Other Comments:

How did you become aware of volunteer opportunities?
County Web Site

If "Other", how?

Staff Comments

Attachments

Paula A. Wolf

616 Weathergreen Drive ● Raleigh NC ● 27615 ● Phone: (919) 846-1432 ● Cell: (919) 260-7556 ● paulaa.wolf@gmail.com

Work Experience

Campaign Director Robin Hudson Campaign for NC Supreme Court, Raleigh, NC	2013 - 2014
Adjunct Faculty William Peace University, Political Science Department, Raleigh, NC	2012 - 2014
Field Director Judicial Campaigns for NC Court of Appeals, Raleigh, NC	2009 - 2010
Campaign Manager Kristin Ruth Campaign for NC Court of Appeals, Raleigh, NC	2007 - 2008
Field Director Linda Stephens Campaign for NC Court of Appeals, Raleigh, NC	2007 - 2008
Field Director Robin Hudson Campaign for NC Supreme Court, Raleigh, NC	2005 - 2006
Principal, Paulatics, LLC Contract lobbyist/consultant for nonprofits to NC legislative & executive branches, Raleigh, NC	2005 - present
Political Consultant National Education Association, Raleigh, NC	2004 presidential campaign
Chief Lobbyist Covenant with NC's Children, Raleigh, NC	1997 - 2004
Senior Fellow North Carolina Child Advocacy Institute, Raleigh, NC	1999 - 2004
Executive Director North Carolina Child Fatality Task Force, Raleigh, NC	1996
Acting Director, Governmental Relations State Employees Association of North Carolina, Raleigh, NC	1995 - 1996
Legislative Assistant/Personnel Counselor Legislative Assistant/Personnel Counselor, Raleigh, NC	1993 - 1996
Purchasing Assistant University of Wisconsin, Center System, Madison, WI	1980 - 1981
National Director The College Success Seminar, Encino, CA	1984 - 1991

Research Consultant 1980 - 1981
The University of Chicago, Chicago, IL

Assistant to the Dean 1978 - 1980
Center for Program Development, Northeastern Illinois University, Chicago, IL

Founding Administrator/Academic Advisor 1975 - 1978
Department of Business and Management, Northeastern Illinois University, Chicago, IL

Education

- The University of Chicago, Certificate of Advanced Study, (all-but-dissertation), sociology of higher education
- Northeastern Illinois University, Master of Arts, interdisciplinary degree in social sciences
- Northeastern Illinois University, Bachelor of Arts, psychology/speech and communicative disorders

Boards/Community Service

- Board Member, NC Foundation for Public School Children, 2015 - present
- Board Member, Wake County Democratic Women, 2015 - present
- Second Vice President, Wake County Democratic Women, 2011 - 2012
- Member, NC Editorial Forum Board, 2007 - 2010
- Appointed Member, NC Secretary of State's Advisory Council on Legislative Lobbying Policy and Regulation, 2004
- Chair, Chapter Advocacy Network, National MS Society, NC Chapters, 2002 - 2004
- President, The Women's Forum of NC, 2010 - 2011
- President-Elect, The Women's Forum of NC, 2009 - 2010
- Board Member, The Women's Forum of NC, 2007 - 2009
- Member, Juvenile Justice & Children's Rights Section, NC Bar Association, 2000 - 2002
- Board Member, Lillian's List of NC, 1999 - 2009
- Board Member, Planned Parenthood of Greater Raleigh (now: Capital and Coast), 1989 - 1991
- Vice President, Sisterhood, Temple Beth Or, Raleigh, NC, 1990
- Parent Member, *Ballet Lehman – The Company*, 1989 – 1994
- Board Member, Temple Beth Or, Raleigh, NC, 1988 - 1990
- Parent Member, Parents for the Advancement of Gifted Education, Los Angeles, 1988
- Board Member and Secretary, the Country School, North Hollywood, CA, 1986 - 1988
- President, PTA, the Country School, North Hollywood, CA, 1984 - 1986
- Volunteer/Advocate, San Fernando Valley Rape Crisis Service, Los Angeles, CA, 1982 - 1987
- Certified Child Sexual Assault Prevention Specialist, Los Angeles, CA, 1983 – 1985
- Volunteer/Advocate, Rape Crisis Center, Madison, WI, 1979 – 1981

Publications/Presentations

- September 2014, speaker, Democratic Women of Pitt County, Greenville, NC
- May 2012, panelist, National Organization for Women Regional Conference, Raleigh, NC
- March 2012, panelist, Durham County Democratic Women, Durham, NC
- March 2012, keynote speaker, Democratic Women of Guilford County, Greensboro, NC
- February 2011, speaker, "Where Have All the Clinics Gone?" NC NOW, Raleigh, NC
- February 2011, speaker, Wake County Women's Agenda Assembly, Raleigh, NC
- February 2011, speaker, NC Chamber legislative conference, Raleigh, NC
- December 2008, luncheon speaker, AARP NC, Key Legislative Contacts Training, Raleigh, NC
- October 2008, presentation of legislative update, NC NOW State Conference, Raleigh, NC
- September 2008, panel moderator, "Engage for Change: Strategies for Effective Public Advocacy", Triangle Community Foundation, Cary, NC
- August 2008, keynote speaker, Women's Equality Day, Women to Match Our Mountains "Equality Celebration and Recognition Event to commemorate 88th anniversary of 19th Amendment", Asheville, NC
- March 2008, keynote speaker, AmeriCorps ACCESS Project, Raleigh, NC
- August 2007, keynote speaker, Women's Equality Day, League of Women Voters of Carteret County, Beaufort, NC
- March 2007, workshop presenter, 2007 League of Women Voters NC Annual Convention, Little River, NC
- June 2006, keynote speaker to MAPAC, "Understand the General Assembly in NC", Raleigh, NC
- February 2006, speaker, career day, Saint Mary's School, Raleigh, NC
- January 2006, workshop leader, 2006 Message Madness, The Common Sense Foundation, Durham, NC
- November 2005, panelist, 2005 Common Cause NC Democracy Workshops & Awards Luncheon, Raleigh, NC.
- November 2005, keynote speaker, statewide Guardian Ad Litem Conference, Charlotte, NC
- November 2004, keynote speaker, Hyde County Chamber of Commerce, Engelhard, NC
- November 2004, keynote speaker, ARC of Mecklenburg County Leadership Initiative, Charlotte, NC
- July 2004, presentation, NC Center for Women in Public Service Summer Institute, Raleigh, NC
- February 2004, keynote speaker, AAUW-Wilmington Branch, Wilmington, NC.
- January 2004, panelist, Forsyth County Child Watch Program, Winston- Salem, NC.
- January 2004, presenter, Public Policy Clinic, Charity Lobbying in the Public Interest (clpi), Charlotte, NC
- January 2004, keynote speaker, Children's Alliance, Charlotte, NC.
- December 2003, guest on "North Carolina People", William Friday's show on UNC-TV.
- November 2003, panelist, Child Watch Program, Child Advocacy Commission, Lower Cape Fear, Wilmington, NC.
- November 2003, panelist, Leadership For the Future, co-sponsored by Arts & Science Council, Charlotte Chamber, The Duke Endowment, Foundation for the Carolinas, The Lee Institute, United Way of Central Carolinas, "Leadership and Advocacy: The Art of Shaping Public Policy", Charlotte, NC.
- October 2003, speech on advocacy, NC Psychiatric Association Annual and Scientific Meeting, Sunset Beach, NC.
- September 2003, plenary speaker, NC Council of Child and Adolescent Psychiatry, Sunset Beach, NC

Publications/Presentations (continued)

- July 2003, panelist, American Association of University Women-NC Chapter, "Leadership Building Blocks, Negotiation and Motivation", Jacksonville, NC.
- June 2003, speech to SaySo – Strong Able Youth Speaking Out - foster youth in NC on advocacy and legislation, Burlington, NC.
- June 2003, panelist, NC Business and Professional Women on lobbying at the NC General Assembly, Raleigh, NC.
- April 2003, presented legislative update to NC Pediatric Society meeting, Raleigh, NC.
- April 2003, How to Lobby at "El Foro" for El Pueblo, Durham, NC.
- March 2003, presented legislative skills at Delta Kappa Gamma Society International/State Organization, Eta State Legislative Day, Raleigh, NC.
- December 2002, advocacy training at Brunswick County Partnership for Children, Shallotte, NC.
- November 2002, presented workshop, "Legislative Advocacy: Effective Skills and Tactics for Getting Laws Passed that Help Kids," National Association of Child Advocates Child Advocacy Leadership Institute, Washington, DC.
- June 2002, speech on children's health legislation at NC Delta Legislative Day in the Capital, Raleigh, NC.
- September 2001, panelist, National Association of Social Workers-NC Chapter, "Navigating Legislative Change: A Map for the Future," Greensboro, NC.
- September 2001, kick-off speaker, Tenth Annual Conference and Training, NC Family-Based Services Association, "Celebrating Families: A Decade of Commitment."
- August 2001, presented legislative update at Mountain Area Health Education Center's Third Annual Parent Professional Conference: "Creating Connections for Our Children," Asheville, NC.
- December 2000, panelist, 24th Annual Legislative Conference of the National Black Caucus of State Legislators, Charlotte, NC.
- October 2000, presented workshop, "Advocating for NC's Children," 9th Annual Healthy Carolinians Conference, Raleigh, NC.
- October 2000, speaker, Fall Conference, NC Department of Juvenile Justice & Delinquency Prevention, Raleigh, NC.
- May 2000, presented legislative briefing, 2000 Annual Meeting of the NC Association of County Directors of Social Services, Asheville, NC.
- March 2000, luncheon speaker, Twelfth Annual Distinguished Women's Award Luncheon, Onslow County Council for Women, Jacksonville, NC.
- June 1999, speech, "Influencing Legislation," The Delta Kappa Gamma Society International, NC State Organization, Eta State, Leadership Development Seminar, Asheboro, NC.
- June 1999, legislative training, NC School Counselors Association, Raleigh, NC.
- February 1999, presented workshop on Legislative Action/Citizen Action at the NC Council of Churches 1999 Legislative Seminar, Raleigh, NC.
- January 1999, presentation to reporters, editors, columnists and producers at the UNC-CH School of Journalism and Mass Communication seminar, Chapel Hill, NC.
- November 1998, presented workshop, "Everything is Political," the NC Foster Parents Association Fall Training

Publications/Presentations (continued)

- September 1998, presentation of Proposed Children's Health Insurance Plan, Public Health Legislative Conference, NC Public Health Association, NC Association of Local Health Directors, and UNC School of Public Health, Raleigh, NC
- May 1998, keynote speaker, NC Association of Residential Child Care & Family Services Spring Conference, NC.
- September 1997, speech, NC Association for the Education of Young Children (nc-acyc) Annual Study Conference, Chapel Hill, NC.
- September 1997, presentation to the Family Council of NC, Inc., Raleigh, NC.
- October 1996, presentation, "Moving Kids Safely", National Highway Transportation Safety Administration, Washington, DC.
- May 1980, presented paper, "Women's Studies, Value Neutrality, and Academic Freedom in the University," National Women's Studies Association, Second Convention, Bloomington, IN.
- March 1980, chaired session on the Fund for the Improvement of Postsecondary Education, American Association for Higher Education Conference, Washington, DC.
- May 1979, presented paper with Prof. Martha E. Thompson, "Academic Feminists vs. Feminist Academics: Toward a Redefinition of Feminist Education II," National Women's Studies Association, First Convention, Lawrence, KS.
- April 1979, presented paper with Prof. Martha E. Thompson, "Academic Feminists vs. Feminist Academics: Toward a Redefinition of Feminist Education," Great Lakes Women's Studies Association Conference, Milwaukee, WI.
- August 1977, speech, "Prospects for Women in Business: Survival in a Male-Dominated Profession," Northeastern Illinois Planning Commission, Chicago, IL.
- July 1977, panel participant, "Women in Public Administration," Wm. Rainey Harper Community College, Palatine, IL.
- FALL/WINTER 1976, "Singlehood and the American Experience: Prospects for a Changing Status," Humboldt Journal of Social Relations, Volume 4, Number 1, co-authored with Prof. Mary Ann Schwartz.
- October 1976, lead seminar with Prof. Mary Ann Schwartz, "Singlehood and the American Experience," Women's Studies Program, Northeastern Illinois University, Chicago, IL.
- April 1976, presented paper, "The Historical and Sociological Perspectives of the Never-Married," Phi Alpha Theta Illinois Regional Conference, the History International Honor Society, Chicago, IL.

References Furnished Upon Request