

Profile

Which Boards would you like to apply for?

City of Raleigh Planning Commission: Submitted
Greater Raleigh Convention and Visitors Bureau: Submitted
Housing Authority: Appointed
Juvenile Crime Prevention Council: Submitted
Planning Board: Submitted
United Arts Grants Panels: Submitted
Commission For Women: Submitted

Please select your first Board preference: *

Housing Authority

Please select your second Board preference: *

City of Raleigh Planning Commission

Please select your third Board preference: *

Commission for Women

Please select your fourth Board preference: *

Juvenile Crime Prevention Council

Please select your fifth Board preference: *

United Arts Grants Panels

Please select your sixth Board preference: *

Greater Raleigh Convention and Visitors Bureau

Tiffany _____ L _____ Davis _____
First Name Middle Initial Last Name

4217 Fawn Glen Drive _____
Street Address Suite or Apt

Raleigh _____ NC _____ 27616
City State Postal Code

What district do you live in?

District 5

Mobile: (919) 889-0458 _____ Business: (919) 341-9453 _____
Primary Phone Alternate Phone

tiphonie427@gmail.com

Email Address

The Perry Group

Employer

Closing Manager

Job Title

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

Yes No

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

Raleigh

Interests & Experiences

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

I think it is very important to give back and I have a wide skill set that I am interested in utilizing for the improvement of my community.

Work Experience

Administrative/Executive Assitant, Office Manager, Licensed Real Estate Broker, Notary Republic, and Photographer

Volunteer Experience

None

Education

BA - Business Management

Comments

[Resume - Tiffany Davis v2018-RE.pdf](#)

Upload a Resume

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

Please upload a file

Demographics

[REDACTED]
Date of Birth

Gender *

Female

Ethnicity *

- African American
- Native American
- Other

Other

How did you become aware of Wake County volunteer opportunities?

County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners which are found at the link below.

<http://www.wakegov.com/commissions/Documents/CodeofEthics.pdf>




TIFFANY DAVIS


LICENSED REAL ESTATE PROFESSIONAL


PERSONAL PROFILE

To partner with a highly motivated Team, focused on continued growth, that will utilize my diverse skill set and encourage opportunities for professional development

CONTACT

 4217 Fawn Glen Drive
Raleigh, NC 27616

 Tiphannie427@yahoo.com

 (919) 889-0458

 /tiffany-davis-2369188

EDUCATION

Real Estate, Residential Broker,
State of NC

Notary, Notary Public, Wake
County, State of NC

Insurance, Property & Casualty,
State of NC (Inactive)

Bachelors of Arts, Business
Management, Strayer University

SKILLS OVERVIEW

- Organized and detail oriented with the ability to think critically and adapt to change
- Experienced customer service professional with quality communication and people skills
- Resourceful team player successful in trouble shooting and proactive problem solving
- Proficient in multiple transaction and database management systems
- Adept at graphic design and social media management
- Experienced at coaching, training and meeting organization
- Highly creative with a background in photography

WORK EXPERIENCE

The Ida Terbet Group

NOV 2013- CURRENT

Social Media Manager- Design ad campaigns and landing pages to generate and capture new lead information. Create custom graphics and content to strengthen brand awareness across all relevant social platforms. Develop drip campaigns to maintain client contact after closing. Audit agents sites and coach toward improved social awareness.

Listing Manager- Prepare contracts, marketing materials and CMA's for all listing appointments. Review new files for compliance and prepare for data entry. Organize necessary contractors for each listing and oversee to project completion. Establish and maintain open communication with clients. Manage all relocation business and prepare required ERC/BMA. Develop and implement new systems to increase efficiency. Design and publish marketing materials for new listings. Coordinate team meetings and social events. Train staff and new hires on policy and procedures.

Coldwell Banker Howard Perry Walston

JUNE 2012 - NOV 2014

Realtor/Broker- Developed and maintain client database. Counsel clients throughout the home buying, selling or leasing process. Responsible for accurate record keeping and document submission. Answering inbound customer service calls. Manages all files from contract to closing. Troubleshooting and problem solving.

Relief Agent- Greet prospective clients and collect information for company database. Answer all questions relating to the builder and the community. Independently manage end of business day activities.

Exam Proctor- Administer final exams for students completing the pre-licensing study. Greet and check-in real estate professionals for continuing education classes. Follow all established procedures, and independently manage all end of business day activities.

Professional Property Management

JAN 2004 - APRIL 2012

Executive Assistant- Assisted the owners of the company with scheduling and correspondence. Organized and lead Board meetings. Developed a system to streamline the collection policies and procedures. Managed account collections for over 175 communities. Planned and executed company socials, charity events, and any other assigned tasks.

Assistant Property Manager- Developed budgets, attended Board meetings and recorded minutes, designed newsletters, issued work orders, approved invoices, and handled all client relations for premium accounts.

Receptionist- Managed multi -line phone systems while greeting clients and guests. Accepted, processed and documented payments. Managed supply inventory and ordering. Planned and assisted with the execution of the company's website upgrade. Developed and published the first company resource manual. Assisted the office manager with all requested tasks.

The Greer Group

AUG 1999 - JAN 2004

Administrative Assistant - Filled variously assigned office positions with diverse companies. Required to adapt quickly and efficiently to meet the needs of each client. Managed multi-line phone systems and customer service requests. General reception, office management, inventory management, scheduling, trouble shooting, planning and any other assigned tasks.

C O N T A C T



4217 Fawn Glen Drive
Raleigh, NC 27616



Tiphanie427@yahoo.com



(919) 889-0458



/tiffany-davis-2369188

Profile

Which Boards would you like to apply for?

Human Services Board: Submitted
United Arts Grants Panels: Submitted
Commission For Women: Submitted

Please select your first Board preference: *

Human Services Board

Please select your second Board preference: *

Commission for Women

Please select your third Board preference: *

United Arts Grants Panels

Please select your fourth Board preference: *

None Selected

Please select your fifth Board preference: *

None Selected

Please select your sixth Board preference: *

None Selected

Quiana

First Name

M

Middle Initial

McKenzie

Last Name

6300 Terra Verde Drive

Street Address

Unit 320

Suite or Apt

Raleigh

City

NC

State

27609

Postal Code

What district do you live in?

District 7

Home: (773) 474-6534

Primary Phone

Home: (773) 474-6534

Alternate Phone

quiana.mckenzie@gmail.com

Email Address

EMILY'S LIST

Employer

Deputy Director

Job Title

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

Yes No

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

Raleigh

Interests & Experiences

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

As a recent transplant to Wake County, I am looking for ways to both learn more about my new home and give back to the community. I plan to live in North Carolina permanently so this a great way to get invested in the community and use both my professional and volunteer experience to make a positive difference. Personally, I am also looking to grow as a leader and gain new skills. I believe serving on a Wake County board or commission will allow me to do both.

Work Experience

EMILY's List in Raleigh, North Carolina (Remote) December 2015- Present DEPUTY DIRECTOR, STATE AND LOCAL FUNDRAISING STATE AND LOCAL EASTERN REGIONAL FINANCE ADVISOR • Manage the national state and local finance advising team • Assess the fundraising and campaign operations for down-ballot statewide and targeted state legislative races • Develop training materials and resources and train candidates and staff on the proper way to structure campaign operations Citizens for Lisa Madigan in Chicago, Illinois August 2012- December 2015 FINANCE DIRECTOR DIRECTOR OF FIELD, ADVANCE & OPERATIONS DIRECTOR OF OPERATIONS • Developed and executed strategic fundraising plans (events, call time, direct mail, and email solicitation) and met performance milestones • Initiated and implemented signature events including venue selection, invitation creation and dissemination, donor solicitation and vendor management • Oversaw campaign compliance and filing of campaign finance reports • Managed event scheduling, logistical planning and outreach for the candidate • Supervised and trained administrative personnel, volunteers and interns • Oversaw the daily operations of the campaign including financial monitoring of a \$5M budget • Managed operation vendor relationships and organization systems for finance, accounting, human resources, payroll, insurance, and legal • Developed communications content for campaign, including drafting newsletters and social media updates, maintaining campaign website and preparing talking points for events Frederiksen Court at Iowa State University in Ames, Iowa July 2010- May 2012 ASSISTANT COMMUNITY DIRECTOR • Recruited, supervised, trained and evaluated staff members who served nearly 2000 residents in 23 residential buildings • Designed and implemented community assessments to evaluate program outcomes, solicit feedback from residents, and improve processes via the use of quantitative and qualitative data • Participated in bi-weekly on-call supervisor rotation coverage and crisis response • Served as liaison between the Department of Residence and other university departments Office of the Governor of the State of Illinois in Chicago, Illinois August 2008- July 2010 ASSISTANT TO THE CHIEF OF STAFF ECONOMIC RECOVERY COORDINATOR/ ASSISTANT TO DEPUTY CHIEF OF STAFF JAMES H. DUNN FELLOW • Oversaw all administrative tasks including correspondence, scheduling appointments, travel arrangements and reimbursements, drafting briefing documents, and managing access to the Chief of Staff • Coordinated events and speaking engagements for senior staff officials • Assisted with the planning of major events for the Office of the Governor • Served as the administrative and website coordinator of the Midwest High-Speed Rail Steering Group • Researched economic recovery programs and policies and assisted with the drafting of a master state economic development plan • Served as the assistant to deputy chief of staff for economic development, including communicating directives to and gathering information from departmental senior officials • Researched policy initiatives in areas of education, economic development, transportation, and issues impacting women and communities of color • Reviewed legislative bills, met with external stakeholders about the impact of proposed legislation and recommended course of action to Legislative Director • Handled constituent concerns, directing state residents to the appropriate department or resource

Volunteer Experience

Baptist Grove Church in Raleigh, NC Summer 2019- Present Metropolitan Board of the Chicago Urban League in Chicago, Illinois Spring 2014- Spring 2018 PROJECT LEADER & ADVISOR • Serve as project lead for MBoutique, a free personalized prom shopping experience for low-income teens in the Chicagoland area. In Spring 2015, over 150 teen girls received dresses, shoes, and other accessories, a 200% increase in participants over the previous year. By 2017, nearly 300 teen girls participated in the program Lavizzo Elementary Local School Council in Chicago, Illinois Spring 2014- Fall 2015 COMMUNITY REPRESENTATIVE Local School Councils (LSC) are hyper-local representative bodies responsible for managing the school resource budget, developing and monitoring the annual School Improvement Plan and principal evaluation. Young People For in Washington, District of Columbia Spring 2008- Spring 2014 ALUMNI MENTOR & LEADERSHIP TRAINER • Provided support to young leaders on campuses across the nation, specifically on issues related to civic engagement, building community relationships, and action plan development • Trained college leaders on curriculum related to governance Mind Matters of Chicago in Chicago, Illinois Fall 2009 – Fall 2010 MENTOR • Served as a resource for participating high-achieving low-income students and their families on issues related to preparing for and applying to college

Education

Iowa State University, Master of Education, Student Affairs, 2012. Washington and Lee University, Bachelor of Arts, American Government and Society, 2008

Comments

Seasoned professional with more than 10 years of experience in community involvement, program management, and engagement. Well-developed capability in operational management, outreach and communications. Recent transplant to Wake County. Core competencies include: Fundraising & Development Volunteer Management Event Planning Program Management Process Improvement Compliance Revenue and Expense Management Relationship Cultivation Vendor Management Workshop Design & Facilitation Strategic Planning Communications Public Speaking

[QuianaMcKenzie_ResumeWakeCounty.docx](#)

Upload a Resume

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

Please upload a file

Demographics



Date of Birth

Gender *

Female

Ethnicity *

African American

Other

How did you become aware of Wake County volunteer opportunities?

County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Quiana M. McKenzie, M.Ed.

6300 Terra Verde Drive, Unit 320
773.474.6534
Raleigh, NC 27609

quiana.mckenzie@gmail.com

Professional Summary

Seasoned professional with more than 10 years of experience in community involvement, program management, and engagement. Well-developed capability in operational management, outreach and communications. Recent transplant to Wake County. Core competencies include:

Fundraising & Development □ Volunteer Management □ Event Planning □ Program Management
Process Improvement □ Compliance □ Revenue and Expense Management □ Relationship Cultivation
Vendor Management □ Workshop Design & Facilitation □ Strategic Planning □ Communications
□ Public Speaking

Community Involvement

Baptist Grove Church in Raleigh, NC
Present

Summer 2019-

Metropolitan Board of the Chicago Urban League in Chicago, Illinois
Spring 2014- Spring 2018

PROJECT LEADER & ADVISOR

- Serve as project lead for *MBoutique*, a free personalized prom shopping experience for low-income teens in the Chicagoland area. In Spring 2015, over 150 teen girls received dresses, shoes, and other accessories, a 200% increase in participants over the previous year. By 2017, nearly 300 teen girls participated in the program

Lavizzo Elementary Local School Council in Chicago, Illinois
Spring 2014- Fall 2015

COMMUNITY REPRESENTATIVE

Local School Councils (LSC) are hyper-local representative bodies responsible for managing the school resource budget, developing and monitoring the annual School Improvement Plan and principal evaluation.

Young People For in Washington, District of Columbia
2008- Spring 2014

Spring

ALUMNI MENTOR & LEADERSHIP TRAINER

- Provided support to young leaders on campuses across the nation, specifically on issues related to civic engagement, building community relationships, and action plan development
- Trained college leaders on curriculum related to governance

Mind Matters of Chicago in Chicago, Illinois
Fall 2010

Fall 2009 -

MENTOR

- Served as a resource for participating high-achieving low-income students and their families on issues related to preparing for and applying to college

Experience

**EMILY's List in Raleigh, North Carolina (Remote)
2015- Present**

December

**DEPUTY DIRECTOR, STATE AND LOCAL FUNDRAISING
STATE AND LOCAL EASTERN REGIONAL FINANCE ADVISOR**

- Manage the national state and local finance advising team
- Assess the fundraising and campaign operations for down-ballot statewide and targeted state legislative races
- Develop training materials and resources and train candidates and staff on the proper way to structure campaign operations

**Citizens for Lisa Madigan in Chicago, Illinois
2012- December 2015**

August

**FINANCE DIRECTOR
DIRECTOR OF FIELD, ADVANCE & OPERATIONS
DIRECTOR OF OPERATIONS**

- Developed and executed strategic fundraising plans (events, call time, direct mail, and email solicitation) and met performance milestones
- Initiated and implemented signature events including venue selection, invitation creation and dissemination, donor solicitation and vendor management
- Oversaw campaign compliance and filing of campaign finance reports
- Managed event scheduling, logistical planning and outreach for the candidate
- Supervised and trained administrative personnel, volunteers and interns
- Oversaw the daily operations of the campaign including financial monitoring of a \$5M budget
- Managed operation vendor relationships and organization systems for finance, accounting, human resources, payroll, insurance, and legal
- Developed communications content for campaign, including drafting newsletters and social media updates, maintaining campaign website and preparing talking points for events

**Frederiksen Court at Iowa State University in Ames, Iowa
2010- May 2012**

July

ASSISTANT COMMUNITY DIRECTOR

- Recruited, supervised, trained and evaluated staff members who served nearly 2000 residents in 23 residential buildings
- Designed and implemented community assessments to evaluate program outcomes, solicit feedback from residents, and improve processes via the use of quantitative and qualitative data
- Participated in bi-weekly on-call supervisor rotation coverage and crisis response
- Served as liaison between the Department of Residence and other university departments

**Office of the Governor of the State of Illinois in Chicago, Illinois
2008- July 2010**

August

**ASSISTANT TO THE CHIEF OF STAFF
ECONOMIC RECOVERY COORDINATOR/ ASSISTANT TO DEPUTY CHIEF OF STAFF
JAMES H. DUNN FELLOW**

- Oversaw all administrative tasks including correspondence, scheduling appointments, travel arrangements and reimbursements, drafting briefing documents, and managing access to the Chief of Staff
- Coordinated events and speaking engagements for senior staff officials
- Assisted with the planning of major events for the Office of the Governor
- Served as the administrative and website coordinator of the Midwest High-Speed Rail Steering Group

- Researched economic recovery programs and policies and assisted with the drafting of a master state economic development plan
- Served as the assistant to deputy chief of staff for economic development, including communicating directives to and gathering information from departmental senior officials
- Researched policy initiatives in areas of education, economic development, transportation, and issues impacting women and communities of color
- Reviewed legislative bills, met with external stakeholders about the impact of proposed legislation and recommended course of action to Legislative Director
- Handled constituent concerns, directing state residents to the appropriate department or resource

Education

Iowa State University, Master of Education, Student Affairs, 2012.

Washington and Lee University, Bachelor of Arts, American Government and Society, 2008

Profile

Which Boards would you like to apply for?

Domestic Violence Fatality Review Team: Submitted
Greater Raleigh Convention and Visitors Bureau: Submitted
Historic Preservation Commission: Submitted
Knightdale Land Use Review Board: Submitted
GoTriangle Board of Trustees: Submitted
United Arts Grants Panels: Submitted
Commission For Women: Submitted

Please select your first Board preference: *

Commission for Women

Please select your second Board preference: *

Historic Preservation Commission

Please select your third Board preference: *

Wendell Board of Adjustment

Please select your fourth Board preference: *

Council on Fitness and Health

Please select your fifth Board preference: *

Domestic Violence Fatality Review Team

Please select your sixth Board preference: *

GoTriangle Board of Trustees

Stacy _____ Cheetham _____
First Name Middle Initial Last Name

502A N Cypress St _____
Street Address Suite or Apt

Wendell _____ NC 27591
City State Postal Code

What district do you live in?

District 1

Mobile: (919) 901-9013 _____ Mobile: (919) 901-9013 _____
Primary Phone Alternate Phone

scheetha@redhat.com

Email Address

Red Hat

Employer

Governance BA and
Administrator

Job Title

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

Yes No

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

Wendell

Interests & Experiences

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

To be able to help make a difference, particularly for women, in Wake County

Work Experience

10 years of non-profit management experience in the Washington, DC area, prior to moving to Raleigh, where I have been in the for-profit manufacturing and tech spaces.

Volunteer Experience

5 years with the Jump for the Children Board, which runs the longest continuously running benefit for Duke Children's, the Jump for the Children Horse Show, having raised over \$2.4 million.

Education

MPA from George Mason University, BA in French from University of Richmond. Applying for Graduate admission to Southeastern Baptist Theological Seminary to study Biblical Languages.

Comments

Upload a Resume

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

Please upload a file

Demographics

[REDACTED]
Date of Birth

Gender *

Female

Ethnicity *

Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

Current Wake County Volunteer

If you selected "Other" above, how?

Please upload a file

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

United Arts Grants Panels: Submitted
 Population Health Task Force: Submitted
 Commission For Women: Submitted
 GoTriangle Transit Citizen Advisory Committee: Submitted

Please select your first Board preference: *

Commission for Women

Please select your second Board preference: *

Population Health Task Force

Please select your third Board preference: *

United Arts Grants Panels

Please select your fourth Board preference: *

GoTriangle Board of Trustees

Please select your fifth Board preference: *

Citizen's Energy Advisory Commission

Please select your sixth Board preference: *

Wake County Steering Committee on Affordable Housing

Mary

First Name

NN

Middle Initial

Black-Branch

Last Name

6310 Terra Verde Dr., apt. 306

Street Address

30

Suite or Apt

Raleigh

City

NC

State

27609

Postal Code

What district do you live in?

District 7

Home: (910) 551-1448

Primary Phone

Mobile: (910) 551-1448

Alternate Phone

marynnblack@gmail.com

Email Address

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

Yes No

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

Raleigh

Interests & Experiences

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

I am the Raleigh Fellow with IGNITE National. IGNITE National is a non-partisan nonprofit organization charged with politically empowering every young women. As a fellow I work directly with college women to facilitate IGNITE programming and develop a network of young women eager and prepared to be the next generation of political leaders. We find that, often times during college young women lose their political ambitions. We work directly with young women at this impactful time to cultivate that interest and turn it into political power. This understanding really resonated with me because during college I was a young woman who lost her political ambition as well. Being a fellow with this organization has resparked my resolve to run for office and enhance the political power of other young women. As such, we are encouraged to join boards and committees that we have an interest in.

Work Experience

-IGNITE National, Raleigh Fellow -Farad Ali for Mayor, Campaign Manager -Environment North Carolina, Canvasser -Committee to elect Mazie Ferguson for U.S. Congress, Campaign Manager -Friends Committee on National Legislation, Advocacy Corp Organizer

Volunteer Experience

Board of Directors-Partners for Environmental Justice -Youth Assembly-Friendship Ambassador -Seeds Community Garden Volunteer -Citizens Climate Lobby Volunteer -Young Women of Excellence Young Adult Team Lead -Triangle Urban Initiatives Project Lead with Partners for Environmental Justice

Education

-Sanderson High School, graduated 2012 -North Carolina A&T State University, B.S. Environmental Studies minor philosophy, graduated 2016 -Vermont Law School, MA Environmental Law & Policy, projected graduation date 2020

Comments

I have a real commitment and passion to discuss and rectify the social issues surround women. I also have great experience that has cultivated my public speaking, organizing, and political ambitions.

[24MaryBlackResume.N.docx](#)

Upload a Resume

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

Please upload a file

Demographics



Date of Birth

Gender *

Female

Ethnicity *

Other

Other

How did you become aware of Wake County volunteer opportunities?

Other

If you selected "Other" above, how?

through IGNITE National

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

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<http://www.wakegov.com/commissions/Documents/CodeofEthics.pdf>

Mary N.N. Black-Branch

(910)-551-1448 · marynnblack@gmail.com · <https://www.linkedin.com/in/maryblackb>

To Whom It May Concern,

I hope you will consider me for a Wake County, North Carolina Boards & Commissions.

I was immensely excited to see a position open with the Commission on Women as I have long been impressed with the work. I have found my passion in creating a positive and responsible relationship with the environment; and this been rooted habitually in policy, service, and advocacy work. I believe I would bring a diverse and valuable skillset and experience to an NC Board & Commission.

As you will see on my attached resume, I have 2 years experience working for various political campaigns and non-profit organizations where I have acquired skills in advocacy and lobbying, volunteer and staff management, grassroots organizing, development and management of organizational programs, and communicating with a diverse group of people. As an advocacy organizer with the Friends Committee on National Legislation, I implemented lobby visits with members of Congress to address their support of current climate, energy, and emergency preparedness policy. More recently, I assisted as Policy and Fundraising Consultant for Levon Barnes with his Durham City Council campaign. I am a board member for the Partners for Environmental Justice and spearhead their communications & youth outreach initiatives. Presently, I am the 2019-2020 Raleigh IGNITE National fellow. As an IGNITE fellow I work with women on their college campuses to help develop and implement political programming, provide career workshops and training, and help them unlock their ambition to run for office.

Throughout my years of study, I have demonstrated an outstanding level of academic strength in analytical, environmental and social science research, project development, social campaign development & communications, and leadership. My salient past research experience includes a year long project, where I conducted extensive research on climate modeling for urbanization; in cooperation with the City of Raleigh I made amendments to the 2030 Comprehensive Plan to the year 2045. My thesis, according to a prominent climate professor at NC State, presented “thoughtful, reasonable, and extensive policy recommendations to determine how to address the growing climate sensitivities faced by Raleigh’s rapidly growing population.”

I am certain that my interests and experiences makes me an ideal an NC board or commission. Thank you in advance for your consideration. I welcome the opportunity to interview, and look forward to a favorable response.

Sincerely,

Mary N. N. Black-Branch

Mary N.N. Black-Branch

(910) 551-1448 • marynnblack@gmail.com • <https://www.linkedin.com/in/maryblackb>

Experience

IGNITE National

Raleigh Fellow

July 2020

August 2019-

- Facilitate and lead college informational sessions to introduce IGNITE to the school community on college campuses
- Build partnerships with on-campus leaders and Support college leaders in sourcing elected officials and policy presenters
- Build relationships with local elected officials and candidates, trainers and community organizations

Farad Ali for Mayor

Campaign Manager

2017-August 2017

June

- **Recruitment:** Built a team of 15-50 canvassers, interviewed prospective staff and made hiring decisions.
- **Staff Management/Canvassing:** Taught canvassing/phone banking skills. Trained and managed a canvass team in the field for 3-4 days per week.
- **Administration:** Carefully tracked income and expenses. Managed the budget for the office. Processed staff payroll. Maintained records for future organizing efforts.
- **Communications:** Wrote content for press releases and social media platforms. Corresponded with media and news outlets as well as volunteers and financial supporters.

Environment North Carolina

Canvasser

September 2016

June 2016-

- Helped the directors launch the parks campaign and build a team of staff members
- Built membership and raised money for environmental and social change organizations
- Educated and engaged citizens on pressing issues related to the organization
- Recruited, trained and managed a team of staff in the office and in the field

Committee to elect Mazie Ferguson for U.S. Congress

Campaign Manager

2016-June 2016

February

- Managed entire campaign operation consisting of: Budget, Public Relations, Media, Political Operations, Social Networking, Volunteer Operations, Donor Cultivation, Speech Writing and Scheduling.
- Organized both large and small scale events, including coordination of travel plans, hotel rooms, banquets and provided leadership during events.
- Scheduled and participated in public speaking on a weekly basis at various events including team activities, Kick offs, informational meetings, social mixers and corporate engagements.
- Served as chief press contact and maintained campaign press relations.
- Supervised outside consultants, set objectives and tracked deliverables for the duration of the campaign.

Friends Committee on National Legislation

Advocacy Corp Organizer

May 2015-May 2016

Advocacy Corp Members further real social justice policy change. FCNL's campaign is concentrated on the single issue of Congressional action and acknowledgement of the climate crisis.

- Organized 10 lobby visit with US Senate and US House representatives on emergency preparedness and climate change.
- Wrote and published letters to the editor on best climate change mitigation practices and energy regulation.
- Partnered with universities/schools, community organizations, and churches to conduct lobby trainings.
- Conducted time based projects that coordinated local NGOs and universities on climate issues.

Education

Vermont Law School

Burlington, VT

Masters Candidate Environmental Law & Policy (Online)

December 2020

- **Focus:** Climate Literacy, Climate Mitigation, Resource Economics, Energy & Climate Policy, Environmental Equity, Urbanization
- **Relevant Coursework:** Environmental Communication, Climate Risk Analysis for Adaptation, Environmental and Resource Policy Economics, Communication Campaigns
- **Project Titles:** *Frameworks for Climate Communication: The Consensus & The Cultural Conflict*, *Climate Modeling for Urbanization: The Raleigh N.C. Case Study*

North Carolina Agricultural & Technical State University

Greensboro, NC

B.S., Environmental Studies minor in Philosophy

May 2016

- **Senior Project:** *Assessing Built Environmental Justice: Food Deserts in Low-Income Greensboro Communities*

Certifications and Activities

Mary N.N. Black-Branch

(910) 551-1448 • marynnblack@gmail.com • <https://www.linkedin.com/in/maryblackb>

- **Certifications:** Waste Management Institute Certificate, Certified Hazmat Safety, National Black Law Students Association
- **Activities:** Board of Directors-Partners for Environmental Justice, Youth Assembly-Friendship Ambassador, Seeds Community Garden Volunteer, Citizens Climate Lobby Volunteer, Young Women of Excellence Young Adult Team Lead, Triangle Urban Initiatives Project Lead with Partners for Environmental Justice

Skills and Interests

- **Skills:** Project & Campaign Management, Research and Analysis, Detail Oriented, Strong Oral and Written Communication, Collaborative Team Member, Public Speaking, Press Relations, Microsoft Office Suite, Social Media, Adobe Professional, ARC GIS, basic HTML, Trained Organizer, Congressional and Grassroots Lobbying, Community & University Outreach, Project Development, Climate Change Policy, Environmental and Energy Policy, Policy Analysis, Environmental Communication, Fluent English,
- **Interests:** Environmental Education, Environmental Sustainability and Wellness, Environmental Law, Renewables, Urban and Community Agriculture, Land Use Planning, Wetland Restoration, Climate Mitigation, Governmental Preparedness and Accountability for Climate Change

References

Available upon request