



## City of Seattle Boards & Commissions Notice of Appointment


<b>Appointee Name:</b> <i>Vivian Lee</i>		
<b>Board/Commission Name:</b> <i>Seattle Women's Commission</i>		<b>Position Title:</b> <i>Get Engaged Member</i>
<input checked="" type="checkbox"/> <b>Appointment</b> OR <input type="checkbox"/> <b>Reappointment</b>		<b>Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Appointing Authority:</b> <input type="checkbox"/> Council <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Fill in appointing authority</i>	<b>Date Appointed:</b> <i>8/15/2017</i>	<b>Term of Position: *</b> <i>9/1/2017</i> to <i>8/31/2018</i>
<b>Residential Neighborhood:</b> <i>N/A</i>	<b>Zip Code:</b> <i>98004</i>	<b>Contact Phone No.:</b> <i>N/A</i>
<b>Background:</b> <i>Vivian is a marketing communications manager at Microsoft, where she has led advertising &amp; brand campaigns around International Women's Day &amp; girls in STEM initiatives. She also oversees the Microsoft Patent Program which offers pro bono legal support to young female investors to help usher in a new generation of women in science. She's particularly excited about the wealth of issues the Women's Commission tackles, and their focus on intersectionality.</i>		
<b>Authorizing Signature (original signature):</b> 		<b>Appointing Signatory:</b> <i>Edward B. Murray</i> <i>Mayor of Seattle</i>

FILED  
CITY OF SEATTLE  
2017 AUG 18 AM 9:11  
CITY CLERK

\*Term begin and end date is fixed and tied to the position and not appointment date.

# VIVIAN LEE

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 [www.linkedin.com/in/vivianejlee](http://www.linkedin.com/in/vivianejlee)

## EDUCATION

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Harvard University  
B.A. Psychology 2014

Juilliard Pre-College  
Certificate of Study Viola 2010

## WORK EXPERIENCE

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Microsoft Redmond, WA  
*Marketing Communications Manager* September 2016 – Present

- Lead advertising & brand campaigns around International Women's Day and girls in STEM initiatives
- Work across Philanthropies, communications, HR, and other internal and external partners to develop campaigns that spark dialogue about the gender gap in STEM across TV, print, web, digital, social, and partnerships
- Oversee the Microsoft Patent Program which offers pro bono legal support to young female inventors through Microsoft's patent legal team to help usher in a new generation of women in science and showcase the groundbreaking work of young women

Microsoft Redmond, WA  
*Product Marketing Manager - Xbox* September 2015 – Present

Microsoft Redmond, WA  
*Product Marketing Manager – Global Advertising* September 2014 – September 2015

Summer Internships: EMI Music (2011), Burberry (2012), Microsoft (2013)

## VOLUNTEER EXPERIENCE

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ChickTech June 2016 – February 2017  
*Seattle Co-Chapter Deputy Director*

Transitional Resources September 2015 – September 2016  
*Board Member*

Eleganza Charity Fashion Show Fall 2013 – Spring 2014  
*Executive Producer*

Big Sister Association of Greater Boston Fall 2012 – Spring 2014  
*Mentor*

Harvard & Radcliffe Musical Outreach to Neighborhood Youth Fall 2010 – Spring 2012  
*Violin/Viola Instructor*

## OTHER

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Languages: Intermediate working proficiency in French and Korean

Skills: Microsoft Office Suite, STATA, SPSS, SAP, basic HTML & CSS, Adobe Marketing Cloud/Omniture

Interests: Hip hop, viola, literature, corporate philanthropy, kickboxing/Tae Kwon Do, Myers-Briggs, education reform

# Seattle Women's Commission

## AUGUST 2017

21 Members: Pursuant to *SMC 3.14.920*, all members subject to City Council confirmation, 2-year terms:

- 9 City Council-appointed
- 10 Mayor-appointed
- 2 Other Appointing Authority-appointed: Commission-appointed

### Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
			1.	Member	Vacant	7/02/15	7/01/17	1	Mayor
2	F		2.	Member	Teresa Springer	7/02/16	7/01/18	2	Mayor
			3.	Member	Vacant	7/02/15	7/01/17	2	Mayor
9	F	7	4.	Member	Loida C. Erhard	7/02/16	7/01/18	2	Mayor
2	F		5.	Member	Tracey Whitten	7/02/17	7/01/19	2	Mayor
6	F		6.	Member	Erica J. Soelling	7/02/17	7/01/19	1	Mayor
			7.	Member	Tara Cookson	7/02/15	7/01/18	1	Mayor
6	F		8.	Member	Morgan R. Beach	7/02/15	7/01/18	2	Mayor
			9.	Member	Vacant	7/02/15	7/01/17	2	Mayor
9	F		10.	Member	Idabelle Fosse	7/02/15	7/01/18	1	City Council
1	F		11.	Member	K.Min Pease	7/02/17	7/01/19	1	City Council
			12.	Member	Vacant	7/02/15	7/01/17	2	City Council
			13.	Member	Xochitl Makovich	7/02/16	7/01/18	1	City Council
2	F		14.	Member	Mergitu Argo	7/02/16	7/01/18	3	City Council
			15.	Member	Vacant	7/02/15	7/01/17	2	City Council
2	F		16.	Member	Rokea Jones	7/02/17	7/01/19	1	City Council
5	F		17.	Member	Ruchika Tulshyan	7/02/16	7/01/18	1	City Council
2	F		18.	Member	Lakeisha Jackson	7/02/16	7/01/18	2	City Council
6	F		19.	Member	Michele Maureen Frix	7/02/16	7/01/18	3	Commission
			20.	Member	Vacant	7/02/15	7/01/17	1	Commission
1	F		21.	Get Engaged	Vivian Lee	9/01/17	8/31/18	1	Mayor

### SELF-IDENTIFIED DIVERSITY CHART

SELF-IDENTIFIED DIVERSITY CHART					(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
	Men	Women	Transgender	Unknown	Asian	Black/ African American	Hispanic/ Latino	American Indian/ Alaska Native	Other	Caucasian/ Non- Hispanic	Pacific Islander	Middle Eastern	Multiracial
Mayor	0	6			1	2	0	0	0	2	0	0	1
Council	0	7			1	3	0	0	1	1	0	0	1
Comm	0	1			0	0	0	0	0	1	0	0	0
Total	0	14			2	5		0	1	4	0	0	2

### Key:

- \*D List the corresponding *Diversity Chart* number (1 through 9)  
 \*\*G List *gender*, M = Male, F= Female, T= Transgender, U= Unknown  
 RD Residential Council District number 1 through 7 or N/A

*Diversity information is self-identified and is voluntary.*