



# City of Seattle Boards & Commissions Notice of Appointment

<b>Appointee Name:</b> <i>Sarah Parsons</i>		
<b>Board/Commission Name:</b> <i>Seattle Commission for People with Disabilities</i>		<b>Position Title:</b> <i>Member</i>
<input type="checkbox"/> Appointment OR <input checked="" type="checkbox"/> Reappointment		<b>Council Confirmation required?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>Appointing Authority:</b> <input checked="" type="checkbox"/> Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other:	<b>Date Appointed:</b> <i>mm/dd/yy.</i>	<b>Term of Position: *</b> <i>11/1/2017</i> <b>to</b> <i>10/31/2019</i>
<b>Residential Neighborhood:</b> <i>Hillman City</i>	<b>Zip Code:</b> <i>98118</i>	<b>Contact Phone No.:</b>
<b>Background:</b> Sarah holds a Bachelor of Arts Degree in Psychology from the University of Washington and a Master's Degree in Public Administration from Seattle University. Sarah currently is the Director of the Northwest Center and responsible for driving and delivering a national disability hiring initiative in partnership with Amazon.com. She is excited to come on the Commission and looks forward to sharing her expertise while exploring ways of working on with disability issues with the Commission.		
<b>Authorizing Signature (original signature):</b> 		<b>Appointing Signatory:</b> <i>Councilmember Lisa Herbold</i> <i>Seattle City Council</i>

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

# SARAH Parsons, MPA

## SUMMARY OF QUALIFICATIONS

Analytical, intuitive and results-focused professional with a background in community outreach, designing diversity programs, and organizational change. Innovative problem solver. Collaborative style with ability to inspire cross-functional and cross-cultural teamwork to generate positive outcomes. Effective and passionate leader, skilled in motivating, developing, and retaining teams. Ability to efficiently multi-task and develop quick-turn around, data-driven, and practical recommendations in a fast-paced environment. Adept at cultivating and promoting long-term relationships with clients, community and key stakeholders. Excellent verbal and written communications skills. Passionate about diversity, inclusion, social justice, and social equity.

- Program Development & Management
- Staff Development & Training
- Data-Driven Decision Making
- Microsoft Office & Salesforce Proficiency
- Program Evaluation
- Research and Analysis
- Community Outreach
- Project Management
- Organizational Change Experience
- Event Planning & Implementation
- Grant Reporting
- Data Tracking & Management

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## PROFESSIONAL EXPERIENCE

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NORTHWEST CENTER, Seattle, WA • MAY 2015 to Present

### **Director** (July 2016 – Present)

Responsible for driving and delivering a national disability hiring initiative in partnership with Amazon.com. Developed new model for corporate inclusion and manages team of six employees to deliver staffing & business solutions to Amazon in multiple lines of business, with a successful rollout to multiple sites across the United States.

### **Diversity Business Partner** (May 2015 – June 2016)

Delivers integrated solutions to help imbed disability and diversity hiring and employee engagement competencies into business units across multiple organizations. Accomplishments include:

- Developed new Diversity Hiring Initiative by building and managing relationships with business leaders, hiring managers, Human Resources, and disability supply chain partners.
- Within the first 9 months, conducted over 110 community engagement events, built formal partnerships with over 45 agencies and organizations to create and maintain a pipeline of qualified diverse candidates.
- Conducts in-depth interviews and uses innovative strategies to assess candidates.
- Monitors and analyses metrics that assess overall effectiveness of diversity and inclusion activities.

AMERICAN RED CROSS, Seattle, WA • AUG 2008 to May 2015

### **Regional Manager, International Service & Language Bank** (Aug 2011 to May 2015)

Developed and implemented annual/long-range plans for International Services programs including robust Language Bank translating and interpreting 99 languages, international tracing service supporting families separated by conflict or disaster, and International Humanitarian Law program educating on Geneva Conventions and Rules of War, providing service for 6k+ clients annually. Responsible for growing volunteer resources and community visibility to expand service delivery of mission and fiscal support of partners. Responsible for data tracking and management of International Services programs and grant reporting. Accomplishments include:

- Designed and managed implementation of several innovative initiatives resulting in increased language access service delivery and substantial exposure of programs to partners and the community.
- Managed a team of 3 bilingual community educators and 2 AmeriCorps members, multiple seasonal interns, and 400+ volunteers.
- Cultivated and fostered relationships with diverse key stakeholders: community based organizations, nonprofit organizations and local, state and federal government partners resulting in increased awareness and service delivery.
- Developed strategies to improve internal and external communication and pioneered a culture of cross-functional support during a period of organization change.
- Garnered national attention for development of enhanced service delivery methods as Nationally Certified International Humanitarian Law instructor and Restoring Family Links caseworker instructor and mentor.

- Planned three day multi-agency event (including a naturalization ceremony) for World Refugee Day.

**Preparedness Programs Coordinator** (Aug 2009 to Sept 2011)

Responsible for developing and implementing training programs & marketing strategies for volunteers to conduct preparedness presentations to diverse populations.

**AmeriCorps Member: Community Disaster Educator** (Sept 2008 to Aug 2009)

Completed term of service as a member of the National Preparedness and Response Corps. Co-developed "3 Days 3 Ways: Be Ready for Disasters and Emergencies", 48 page magazine and insert.

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**NATIONAL DEPLOYMENTS**

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**National Headquarters Fellow** · RESTORING FAMILY LINKS, Washington, D.C. · 2014

- Supported casework influx and response to increased unaccompanied minors at the Mexico - U.S. border

**Client Casework Supervisor** · OSO MUDSLIDE, Washington · 2014

- Led initial team of caseworkers to provide assistance to impacted families and community

**Client Casework Manager** · HURRICANE SANDY, New York · 2012

- Managed a team of 85 client caseworkers and nurses.
- Partnered directly with FEMA to provide trained caseworkers at disaster recovery centers throughout NY

**Shelter Manager** · FLOODING, Montana · 2011

- Managed a shelter of 14 Red Cross volunteers on Crow Indian Reservation

**Mass Care Feeding** · HURRICANE IKE, Texas · 2008

- Served 1,300+ hot meals daily out of an Emergency Response Vehicle in Baytown, TX for 5 weeks

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**EDUCATION & PROFESSIONAL DEVELOPMENT**

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**Institute for a Democratic Future** (Intensive 6 month civic leader training & fellowship) · Class of 2015 Fellow

**Master of Public Administration** · SEATTLE UNIVERSITY, Seattle, WA · 2013

- **Capstone:** Program Impact Evaluation and Final Report for Jesuit Refugee Services in Malawi entitled *Opportunity & Unity in Protracted Exile*
- **Coursework:** Economics, Behavioral Economics, Policy Research & Analysis, Organizational Management & Leadership, Strategic Planning, Financial Management, Nonprofit Law, Board & Volunteer Management, Social Justice & Social Policy, Research Methods, International Development, & Program Evaluation

**Bachelor of Arts, Psychology** · UNIVERSITY OF WASHINGTON, Seattle, WA · 2009

- Year abroad, University of Paris, Paris, France; traveled to 17 countries.
- Research assistant: Study on Post-Traumatic Stress Disorder, *Center for Anxiety and Trauma*

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**INTERNSHIPS & VOLUNTEER EXPERIENCE**

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**FOREFRONT**, Seattle, WA · 2013 - Present

- Leadership volunteer: Volunteer manager on annual event planning committee to raise over \$600,000

**JESUIT REFUGEE SERVICES**, Dzaleka Refugee Camp, Malawi · 2012

- Conducted qualitative research through focus groups and interviews on the livelihood of refugees.
- Presented graduate research at multiple conferences and universities.

**WORLD VISION, APED**, Accra, Ghana · 2010

- Researched microfinance in the field by working with field officers and interviewing borrowers.

# Seattle Commission for People with Disabilities November

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

- 7 City Council-appointed
- 8 Mayor-appointed
- 1 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	Rebecca A. Craemer	5/01/17	4/30/19	1	Mayor
	F	6	2.	Member	Diana Harnett Chaikin	5/01/17	4/30/19	1	City Council
			3.	Member	Eric L. Scheir	5/01/17	4/30/19	1	Mayor
	M	6	4.	Member	Jayson Morris	5/01/17	4/30/19	1	City Council
			5.	Member	M. Dorian Taylor	11/1/17	10/31/19	1	Mayor
	F	6	6.	Member	Sarah Parsons	11/1/17	10/31/19	2	City Council
	F	2	7.	Member	Christiana ObeySumner	11/1/17	10/31/19	2	Mayor
	F	6	8.	Member	Diane Laurine	11/1/17	10/31/19	2	Commission
	M	6	9.	Member	Aaron Bunnell	5/01/16	4/30/18	1	City Council
	M	6	10.	Member	Shaun Bickley	5/01/16	4/30/18	1	Mayor
	F	6	11.	Member	Jessica Williams-Hall	5/01/16	4/30/18	1	City Council
	F	6	12.	Member	Cindi Laws	5/01/16	4/30/18	1	Mayor
	M	6	13.	Member	Kevin C. Eggers	11/1/16	10/31/18	1	City Council
	M	6	14.	Member	Steven Mark Lewis	11/1/16	10/31/18	2	Mayor
	M	6	15.	Member	Conrad A. Reynoldson	11/1/16	10/31/18	1	City Council
	F		16.	Get Engaged	Nicole Palczewski	9/1/17	8/31/18	1	Mayor

## 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	3	2				1				3			
Council	4	3								7			
Comm		1								1			
<b>Total</b>	<b>7</b>	<b>6</b>				<b>1</b>				<b>11</b>			

## 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.*