




City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: <i>Michele E. Ramirez</i>		
Board/Commission Name: <i>Immigrant and Refugee Commission</i>		Position Title: <i>Member</i>
<input type="checkbox"/> Appointment OR <input checked="" type="checkbox"/> Reappointment		Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appointing Authority: <input type="checkbox"/> Council <input checked="" type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Fill in appointing authority</i>	Date of Appointment: <i>4/27/16</i>	Term of Position: * <i>4/30/2016</i> to <i>4/30/2018</i> ^{1/31/18}
Residential Neighborhood: <i>District 7</i>	Zip Code: <i>98121</i>	Contact Phone No.: <div style="background-color: black; width: 100px; height: 15px;"></div>
Background: <p>Michele is currently a Master's student studying Nonprofit Management and Global Affairs at the Northeastern University Seattle campus. She grew up in Pensacola, Florida, where she lived with her close-knit family. After graduating high school in 2008, she moved to Gainesville, Florida to attend college at the University of Florida as a Bright Futures Scholar. She graduated with honors in 2012 with a Bachelor of Arts degree in Political Science, Environmental Studies, and Sustainability Studies. Upon graduation, she accepted an AmeriCorps position in Seattle, WA with a nonprofit organization called City Year. During her time with AmeriCorps, she completed a year of service teaching and mentoring at-risk youth in high-need schools in South Seattle.</p> <p>Michele now works for the YMCA as an Attendance Campaign Coordinator on a project that aims to increase attendance in Seattle Public Schools. Seattle's rich culture and diverse community has greatly influenced Michele. While continuing her education in Nonprofit Management, she is working on her thesis, which explores the effects of childhood immigration on identity. She hopes to one day run a nonprofit organization that provides services to immigrant families in the Seattle area.</p>		
Authorizing Signature (original signature): 		Appointing Signatory: <i>Edward B. Murray</i> <i>Mayor of Seattle</i>

FILED
 CITY OF SEATTLE
 2017 JUN -9 PM 4:39
 CITY CLERK

*Term begin and end date is fixed and tied to the position and not appointment date or appointee.
 August 30, 2016

Michele E. Ramirez

SUMMARY

A public service & nonprofit management professional leveraging hands-on experience from working closely with diverse populations paired with a strong education background. Highly proficient in program development with the ability to utilize limited resources.

SKILLS & STRENGTHS

- Project Management
- Relationship Building
- Public Engagement
- Research analytics
- Intercultural Communication
- Community Empowerment
- Finance & Accounting
- Critical Writing
- Sustainability minded

PROFESSIONAL EXPERIENCE

Junior Achievement of Washington

Seattle, WA

Finance Manager

June 2015 – Present

- Managing all accounts payable & receivable for organization and admin/HR needs.
- Accounting/ fundraising software: Peach Tree, Raisers Edge, & BCRM proficiency.

Child United

Seattle, WA

Program Development Intern

Nov 2014- June 2015

- Developed community, livelihood, and educational programs for children in disaster.
- Assisted Directors with program budgeting, as well as, social media marketing.

YMCA

Seattle, WA

Attendance Campaign Coordinator

Sept 2013- June 2014

- Worked with the City of Seattle Mayor's Office to run a city wide attendance campaign.
- Developed attendance data systems for participating schools & stakeholders.

City Year Seattle King County

Seattle, WA

AmeriCorps Member Highland Park Elementary

Aug 2012- June 2013

- Mentored & managed caseloads in a high-need elementary school addressing the drop out crisis via targeted student intervention on attendance, behavior, and course performance.

EDUCATION

Northeastern University, College of Professional Studies

Seattle, WA

- Masters of Nonprofit Management. Concentration: Global Affairs

GPA: 3.9

University of Florida

Gainesville, FL

- BA, Political Science; Double minor: Environmental & Sustainability Studies.

GPA: 3.64

COMMUNITY INVOLVEMENT

City of Seattle Immigrant and Refugee Commission

Seattle, WA

Commissioner

May 2014- Present

- Advising the Mayor & City Council on policies & services affecting immigrants & refugees.
- Drafted and developed the "Welcoming Cities Resolution" for the City of Seattle.

Northeastern University Student Events and Activities Council

Seattle, WA

Founder & Member

Oct 2014- June 2015

- Developed first Seattle student council to plan all events put on by the University.

Seattle Immigrant and Refugee Commission

15 Members: Pursuant to *Ordinances 12822 and 120345 and SMC 3.14.545*, [all] members subject to City Council confirmation, [14 [have 2-year terms, (1) Get Engage Member has 1 year term:

- 7 City Council-appointed
- 8 Mayor-appointed
- 0 Other Appointing Authority-appointed (specify):

Roster:

*D	**G	RD	Pos. No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
1	M	N/A	1.	Member	John Mark Galang	1/25/17	1/31/19	1	Council
1	F	6	2.	Member	Jessica Yu	1/25/17	1/31/19	1	Council
			3.	Member		2/1/17	1/31/19		Mayor
3	F		4.	Member	Jeniffer Calleja	2/1/17	1/31/19	2	Mayor
6	F		5.	Member	Dori C. Cahn	2/23/15	7/31/17	2	Council
3	M	5	6.	Member	Luis Ortega	8/1/17	7/31/19	2	Mayor
3	F	3	7.	Member	Marilena Morales	8/1/17	7/31/19	2	Mayor
			8.	Member		2/1/16	1/31/18		Council
2	F		9.	Member	Isatou Jallow	8/3/15	1/31/18	1	Council
2	F	2	10.	Member	Farhiya Mohamed	2/1/16	1/31/18	2	Mayor
3	F	7	11.	Member	Michele E. Ramirez	4/30/16	1/31/18	2	Mayor
8	F	3	12.	Member	Kianoush Naficy	4/30/16	7/31/18	2	Council
1	F	7	13.	Member	Riddhi Mukhopadhyay	4/30/16	7/31/18	2	Mayor
3	M	2	14.	Member	Kiwei Lai	8/1/16	7/31/18	1	Council
5	F	1	15.	Get- Engaged	Alexey Kuznetsov	9/1/16	8/31/17	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	1	5			1	1	4		1				
Council	3	4			3	1						1	
Other										1			
Total	4	9			4	2	4		1	1		1	

Key:

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

Diversity information is self-identified and is voluntary.