




City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: Munira Mohamed		
Board/Commission Name: Sweetened Beverage Tax Community Advisory Board		Position Title: Early Learning Representative (Position #10)
<input checked="" type="checkbox"/> Appointment OR <input type="checkbox"/> Reappointment		City Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appointing Authority: <input checked="" type="checkbox"/> City Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: Fill in appointing authority		Term of Position: * 9/1/2019 to 8/31/2023 <input checked="" type="checkbox"/> Serving remaining term of a vacant position
Residential Neighborhood: Resides in Kent	Zip Code: 98032	Contact Phone No.: [REDACTED]
Background: Munira Mohamed is the Executive Director of East African Community Services (EACS). She brings to this executive role more than 17 years of experience in the nonprofit sector with specific expertise in Early Childhood, equity-centered organizational development, and Business Management. Munira likes to say that she “hails from Somali by way of North Dakota.” She unapologetically embraces her refugee and immigrant roots. She notes that her unwavering commitment to issues of antiracism, equity, and economic justice for East African immigrant and refugee communities were “framed in personal, lived experience as the ‘Other.’” The connections between the lack of healthy, quality food in BIPOC neighborhoods, Black and Immigrant community obesity and health disparities, compelled Munira to launch Health Food Now and Fitness for Life; two programs designed to educate youth on the danger of sugary beverages, fast food, and the lack of exercise.		
Authorizing Signature (original signature): 		Appointing Signatory: Teresa Mosqueda Seattle City Councilmember, Pos. 8
Date Signed (appointed): 1/21/21		

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

MUNIRA MOHAMED, M.B.A.

KEY SKILLS

Staff Management: Deep experience with team building, healthy group dynamics, and conflict resolution methods while committed to building strong teams and partnerships through exchange of knowledge, experience, and collaborative goal setting. Experience in personnel management, internal policy development, board governance, and fundraising. Proven expertise in designing, and managing systemic & process-oriented change within organizations, while conducting and preparing growth analysis & program expansion.

Program Management: Identifies program outcomes and consistently exceeds goals through delegating and communicating in creative ways that build on individual strengths while advancing overall objectives. Expertise in campaign organizing strategies, cultural proficiency assessment, social justice analysis, and capacity building.

Outstanding communication: organization and interpersonal skills, written and verbal. Fluent in English and Somali. Extensive experience working with individuals from a wide range of cross-cultural and socioeconomic backgrounds. Creative, resourceful and analytical, with solid problem solving abilities. Excellent project and multi-tasking abilities.

Policy Analysis: Consistently applies a values-based, solution-oriented approach to policy analysis and social change, with an emphasis on balancing the big picture perspective and attention to critical technical details.

EDUCATION

University of Phoenix, Phoenix, AZ **2009**

- **MASTER OF BUSINESS ADMINISTRATION (MBA)**
Emphasis in Human Resource Management; Corporate Finance; Marketing; Accounting; and Project Leadership

University of North Dakota **2007**

- **BACHELOR OF ARTS ■ BUSINESS MANAGEMENT**
Business Law; Business Economics; Financial Accounting; International Economics; Banking Theory, Law and Practice; Business Communication; Environmental Studies; Cost Accounting; Practical Auditing; Marketing; Management

PROFESSIONAL EXPERIENCE

EXECUTIVE DIRECTOR – East African Community Services, Seattle, WA **2017– Present**

- Leading organizations and departments through periods of substantial growth and transition.
- Developing and implementing innovative programs and services.
- Working with constituent groups including boards, committees, volunteers, and external audiences. Building and retaining exceptional staffs and creating excellent work environments.
- Overseeing and coordinating all aspects of budgeting and financial management.
- Prepared and executed annual operating plans for organization

COFOUNDER/DIRECTOR – CARE Center, Renton, WA **2011– 2016**

- Ensure ongoing local programmatic excellence, rigorous program evaluation, and consistent quality of finance and administration, fundraising, communications, and systems; recommend timelines and resources needed to achieve the strategic goals.
- Ensure effective systems to track scaling progress, and regularly evaluate program components, so as to measure successes that can be effectively communicated to the board, funders, and other constituents.
- Build partnerships, establish relationships with the funders, and political and community leaders.
- Design, implement, and manage all fundraising activities including individual giving and other related solicitations.
- Collaborated with youth and adult education services management team to ensure the effective coordination of program schedules and related events for youth and families.

COACH SUPERVISOR – Child Care Resources, Seattle, WA **2012 – 2017**

- Guided the work of 5 coaches & meet with them regularly to observe staff at childcare sites.
- Support staff in data bases and use coaching report and data bases to monitor staff's work to ensure meeting performance standards.
- Worked with the managers, Director, Regional Coordinator, and Professional Development Coordinator to ensure adequate training and professional development support for all coaches.

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FAMILY ADVOCATE SUPERVISOR – **Denise Louie Education Center**, Seattle, WA 2010 – 2012

- Hire, train, coach and mentor visiting home representatives and family advocates and supply the tools and resources necessary for them to reach, communicate and assign services for at-risk communities and eligible families.
- Provide cultural competency training to new family advocates. Ensure compliance with Center's curriculum and Early Head Start (EHS) performance standards. Confirm eligibility of enrolled families and monitor ongoing program compliance. Deescalate and resolve various problems and issues.

COMPLIANCE TRAINER (3-month contract) – **Barwa Bank**, Doha, Qatar 2009 – 2010

- Worked with the bank's compliance officers and provided comprehensive training programs on policy development, compliance structures, effective identification and measurement controls, and general management procedures. Also trained professionals on AML surveillance procedures, CTR filing processes, and STR and AML reviews.

CASE MANAGER (full-time) - **Lutheran Social Services**, Fargo, ND 2007 – 2009

- Resettled refugees and immigrants from various world locations for this grass roots organization recognized for its long history of serving the most vulnerable members of society.
- Recruited, hired and trained a top-caliber team of professionals. Oversaw development and performance.
- Managed 40 cases (ongoing) involving 180-200 individuals, with 5-6 new cases added each month. Maintained files and submitted written reports, ensuring strict client confidentiality. Provided cross-cultural information and oriented refugees and immigrant families to new communities; ensuring a smooth process of resettlement.
- Oversaw various services, including medical, employer outreach, rental contracts, welfare applications, employment counseling, job placement and educational opportunities.

COMPLIANCE OFFICER (part-time) - **Dahabshiil, Inc.**, Fargo, ND 2007 – 2009

- Ensured compliance to all state, federal, global and corporate regulations for this international funds transfer company, with a particular focus on anti-money laundering policies and guidelines.
- Performed customer identification and verification procedures, and monitored transactions. Maintained detailed transaction records and reports. Communicated all suspicious activities to executive leadership.
- Updated, revised and implemented compliance procedures. Provided comprehensive training to employees on how to identify and properly report suspicious activities and transactions.

EXECUTIVE ASSISTANT / BUSINESS INTERN – **Gate Bank**, ND

- Interned at North Dakota second-largest bank with total assets of \$100 billion US). Assisted in various departments, including Human Resources, Market Research, Accounting, Reports, and Project Management.

RESTAURANT MANAGER / PAYROLL ADMINISTRATOR - **Giant Panda Restaurant**, Fargo, ND 1999 – 2003

- Directed business operations, including staffing, purchasing, advertising, marketing and customer services.
- Managed business accounting, including AR/AP and payroll processing. Purchased all food, beverage and supplies for events and daily operations. Ensured compliance to all city, state and federal safety regulations.

Sweetened Beverage Tax Community Advisory Board

11 Members: Pursuant to **Ordinance 125324**, all members subject to City Council confirmation, two and four-year terms for initial appointments, four-year terms thereafter:

- 5 City Council-appointed
- 6 Mayor-appointed

Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
2	NB	N/A	1.	Food Access Representative	Jaimée Marsh	9/1/2017	8/31/2021	1	Council
3	F	2	2.	Food Access Representative	Barbara Baquero	9/1/2019	8/31/2023	1	Mayor
6	F	5	3.	Food Access Representative	Rebecca Finkel	9/1/2019	8/31/2023	1	Mayor
			4.	Community Representative		9/1/2019	8/31/2023	1	Mayor
2	F	2	5.	Community Representative	Tanika Thompson	9/1/2019	8/31/2023	1	Council
1	F	2	6.	Public Health Representative	Christina Wong	9/1/2019	8/31/2023	1	Council
3	F	4	7.	Public Health Representative	Laura Flores Cantrell	9/1/2017	8/31/2021	1	Council
6	F	1	8.	Public Health Representative	Jennifer Hey	9/1/2017	8/31/2021	1	Mayor
			9.	Public Health Representative	Paul E. Sherman	9/1/2017	8/31/2021	1	Mayor
2	F	N/A	10.	Early Learning Representative	Munira Mohamed	9/1/2019	8/31/2023	1	Council
1	F	4	11.	Early Learning Representative	Dila Perera	9/1/2017	8/31/2021	1	Mayor

SELF-IDENTIFIED DIVERSITY CHART

	(1)		(2)		(3)		(4)		(5)		(6)		(7)		(8)		(9)	
	Male	Female	Transgender	NB/ O/ U	Asian	Black/ African American	Hispanic/ Latino	American Indian/ Alaska Native	Other	Caucasian/ Non-Hispanic	Pacific Islander	Middle Eastern	Multiracial					
Mayor		4			1		1			2								
Council		4		1	1	3	1											
Other																		
Total		8		1	2	3	2			2								

Key:

- *D List the corresponding *Diversity Chart* number (1 through 9)
 - **G List *gender*, **M**= Male, **F**= Female, **T**= Transgender, **NB**= Non-Binary **O**= Other **U**= Unknown
 - RD Residential Council District number 1 through 7 or N/A
- Diversity information is self-identified and is voluntary.*

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