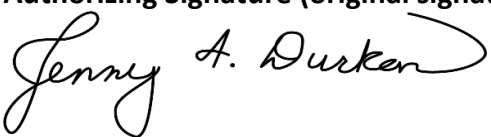




City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: <i>Maimoona Rahim</i>		
Board/Commission Name: <i>Seattle Bicycle Advisory Board</i>		Position Title: <i>Member 11</i>
X Appointment OR <input 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>		Term of Position: * 9/1/2020 to 8/31/2022 <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>
Residential Neighborhood: <i>Central District</i>	Zip Code: <i>98122</i>	Contact Phone No.: [REDACTED]
Background: <i>Maimoona is the Volunteer and Advocacy Coordinator at Cascade Bicycle Club and is passionate about bicycling in Seattle. Maimoona would love to be involved in making Seattle a safer and more equitable city regarding biking and bike infrastructure. Being on the Seattle Bicycle Advisory Board would give Maimoona the opportunity to advocate for the needs of my community and ensure that black and brown cyclists are being represented and considered when decisions are made. Additionally, Maimoona am very interested in transportation planning and land use, as well as mobility justice and racial equity. Maimoona looks forward to using a mobility justice and racial equity lens to better Seattle.</i>		
Authorizing Signature (original signature):  Date Signed (appointed): 12/1/20		Appointing Signatory: <i>Mayor Jenny Durkan</i>

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

Maimoona Rahim

PHONE [REDACTED]

EMAIL [REDACTED]

LOCATION Seattle, WA

EXPERIENCE

Cascade Bicycle Club

Volunteer and Advocacy Coordinator
February 2020 - Present

- Work with the local parks departments and staff to develop strategies and carry out advocacy and support trail use
- Develops and maintains project plans
- Inputting data, compiling and maintaining accurate records and for the department's volunteer newsletter.
- Gathering information for flyers, newsletters, and messages for volunteers as well as the public.

Bike Works

Development Assistant
November 2019 - March 2020

- Provides assistance to all levels of leaders and staff as needed, supporting attainment of objectives in alignment with corporate policies, procedures, and regulations
- Administers government-supported community development programs and promotes department programs and services
- Coordinating with external parties and vendors as needed, identifying and targeting opportunities for improvements and savings
- Builds and maintains productive relationships with all levels of team members to facilitate timely and accurate reporting functions
- Processes contributions and sent out acknowledgments

Museum of Design Atlanta

Events + Volunteer Coordinator
February 2018 - September 2019

- Managed administrative logistics of events planning, including contract signing, fee collection, scheduling, booking and promotions.
- Performed various administrative functions, including filing paperwork, delivering mail, sorting mail, office cleaning and bookkeeping.
- Coordinated florists, photographers, videographers, musicians, and guests during rehearsals and reception events.
- Oversaw training and mentoring of up to 20 new volunteers each quarter.

Maimoona Rahim

PHONE [REDACTED]

EMAIL [REDACTED]

LOCATION Seattle, WA

EXPERIENCE

AAT Zine

Co-Creator; Project Coordinator
November 2016 - December 2017

- Procured talented individuals, performing artists and musicians to entertain guests during events.
- Tracked all hours and expenses to keep project on task and within budgetary parameters.
- Managed project requirements and accomplished objectives by self-monitoring progress and promptly solving issues.
- Planned and arranged meetings with external organizations and individuals, enabling all parties to meet and discuss project progress
- Wrote, reviewed and edited proposals for grants, gifts and contracts

Gage Academy of Art

Art Events Coordinator Intern
August 2015 - January 2017

- Worked with marketing team on development and delivery of creative campaigns to support fundraising activities.
- Researched and identified potential donors.
- Assisted in planning and organizing of special events, solicited sponsors and in-kind donors.

Herrick Memorial Library

Supervisor; Circulation Desk Attendant
February 2012 - May 2015

- Closely monitored front desk visitors to maintain secure and clean environment.
- Marketed library's many services to visitors and patrons through active communication.
- Mitigated librarian workload by managing patron requests and locating materials.
- Enhanced training programs to strengthen employee knowledge. Maintained accurate records and confidentiality of library book and periodical inventory.

EDUCATION

Alfred University

BA in Communication Studies + Fine Arts
Graduated in December 2015

SKILLS

Adobe Creative Suite; Public Speaking; Event Planning; Donation Procurement; Team Management; Curation; Fundraising; Customer Service; Microsoft Office; Networking; Photography; Sales; Social Media

Seattle Transit Advisory Board

12 Members: Pursuant to Resolution 31572, all members subject to City Council confirmation, 2-year terms:

- 7 Mayor- appointed
- 5 City Council- appointed

Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
		4	1.	Member	Yasir Alfarag	9/1/2019	8/31/2021	1	Mayor
2	F	5	2.	Member	Kashina Groves	9/1/2018	8/31/2020	1	City Council
1	M	3	3.	Member	Alexander Lew	9/1/2019	8/31/2021	2	Mayor
1	F	4	4.	Member	Andrea Lai	9/1/2019	8/31/2021	1	City Council
6	F	6	5.	Member	Emily Paine	9/1/2019	8/31/2021	2	Mayor
	M	7	6.	Member	Benjamin Estes	9/1/2019	8/31/2021	1	City Council
6	M	2	7.	Member	Andrew Dannenberg	9/1/2020	8/31/2022	2	Mayor
6	F	1	8.	Member	Meredith Hall	9/1/2018	8/31/2020	1	City Council
			9.	Member	Sarah Udelhofen	9/1/2020	8/31/2022	2	Mayor
6	M	2	10.	Member	Patrick Taylor	9/1/2018	8/31/2020	1	City Council
		3	11.	Member	Maimooma Rahim	9/1/2020	8/31/2022	1	Mayor
			12.	Get Engaged Member	Jose Ulises Nino Rivera	9/1/20	8/31/21	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	2	1			1					2			
Council	2	3			1	1				2			
Other													
Total	4	4			2	1				4			

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.