



City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: Sarah E. Baker		
Board/Commission Name: Pike Place Market Historical Commission		Position Title: Position 2 – Friends of the Market
<input checked="" type="checkbox"/> 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	Date Appointed: mm/dd/yy.	Term of Position: * 12/2/2023 to 12/1/2026 <input checked="" type="checkbox"/> Serving remaining term of a vacant position
Residential Neighborhood: Downtown	Zip Code: 98101	Contact Phone No.: [REDACTED]
Background: Sarah E. Baker has a broad range of experience relevant to the work of the commission. It includes over a decade managing one of the Pike Place Market’s historic and iconic produce stands, board leadership as former president of the Seattle Chapter Japanese American Citizens League and supporting community capacity building through the non-profit Communities Rise. She seeks to expand her contributions to the Market through service as a commissioner.		
Authorizing Signature (original signature):  Date: 1/31/2024		Appointing Signatory: Bruce A. Harrell Mayor of Seattle

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

SARAH E. BAKER

SUMMARY

Five years of non-profit management experience supporting the strategic direction of diversity, equity, and inclusion programs in regional and national communities. Skilled program manager having planned, managed, and coordinated multiple regional conferences with over 100 attendees, presenters and volunteers each. Qualified leader with practice managing small and large teams of diverse individuals with a focus on community collaborations.

PROFESSIONAL EXPERIENCE

Security Awareness Manager, Microsoft

2022-Present

- Plan and implement organizational cybersecurity trainings
- Promote cybersecurity culture and awareness
- Work with internal and external stakeholders for alignment
- Capture institutional knowledge
- Identify gaps in current systems for improvement

Assistant Director of Learning and Engagement, Communities Rise

2018 – 2022

- Organize and staff 20 legal clinics per calendar year
- Coordinate and manage 20-25 annual state-wide legal trainings
- Plan and execute annual Nonprofit Law Institute conference; approximately 300 in attendance
- Collaborate with law firms, small businesses, and nonprofits across Washington to plan and execute community programming and events
- Develop social media content for various platforms such as Facebook and Mailchimp; monitor activity and engagement to develop recommendations for integrating new strategies and tools
- Recruit and train incoming volunteer attorneys

Intake Specialist, Emery Reddy PLLC

2016 – 2017

- Interviewed and onboarded clients for cases related to employment, workers compensation, and third-party claims
- Analyzed legal matters with senior partners
- Tracked and developed case statistics
- Reviewed new client claims and documents

Manager, Sosio's Fruit and Produce

2010 – Present

- Oversaw shipping and phone orders for both local and national sales
- Facilitated new employee onboarding and training
- Managed sales floor; average of 5k – 12k total sales per day dependent on season
- As of 2022 working part-time to fill shifts based on need

Student Body President, North Seattle College

2014 – 2016

- Attended regular meetings with executives such as the President and District Chancellor
- Prepared and delivered a monthly written report for the district Board of Trustees
- Directly managed a team of 6 on various campus-wide projects and initiatives
- Planned and chaired 40+ person meetings
- Served on multiple committees across the Seattle Colleges District

EDUCATION

Master of Public Administration, Seattle University, 4.0 GPA

2022

Bachelor's in International Business, North Seattle College, 3.62 GPA

2016

VOLUNTEER EXPERIENCE

Vice President of Public Affairs, National Japanese American Citizens League

2018 – 2022

- Work with Executive Director and President to produce organizational statements on national civil rights issues
- Serve on personnel committee in relation to financial oversight and employee matters
- Provide guidance and feedback on internal policies and procedures
- Assist in planning and executing annual national convention; approximately 200 in attendance

Board Member, Seattle Chapter Japanese American Citizens League 2014 – Present

- Served as Board President from 2016-2019; managed 20-person Board of Directors
- Chaired an 18-person committee for a 150-200 person nationally recognized LGBTQ conference in 2015 and 2017
- Worked with youth from across the nation on social justice initiatives
- Organized volunteers around voter registration and civic engagement
- Planned and executed an online webinar series around Mixed-Race Identity; over 300 in attendance

Board Member, North Seattle College President’s Advisory Board 2019 – Present

- Advocate on behalf of the College’s programs, employees, and students
- Extend and deepen the College’s ties to leaders in the public, private, and nonprofit sectors who can provide internship and employment opportunities for students
- Volunteer to participate in engagement opportunities to assist the College in achieving strategic objectives

SKILLS AND CERTIFICATES

- Team leadership
- Public speaking and presenting
- Customer relationship management
- Sales
- Diversity, Equity, and Inclusion
 - *Attended People’s Institute Northwest Undoing Institutional Racism Workshop, 2018*
 - *Attended Tactical and Cultural Strategies for Managing a Racially Diverse Staff HR training, 2019*
 - *Safe Zone Certified*
- Active listening and communication
- Microsoft Office
- Google Suite

Pike Place Market Historical Commission

12 Members: Pursuant to Ordinances 100475 & 124935, all members subject to City Council confirmation, 3-year terms:

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

Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
6	F	7	1.	Friends of the Market	Elisa Shostak	12-2-22	12-1-25	1	Mayor
9	F	7	2.	Friends of the Market	Sarah E. Baker	12-2-23	12-1-26	1	Mayor
1	F	7	3.	Architect	Grace Leong	12-2-22	12-1-25	2	Mayor
6	M	1	4.	Architect	Mark C. Childs	12-2-23	12-1-26	2	Mayor
6	M	7	5.	Merchant	Lance Wagner	12-2-23	12-1-26	2	Mayor
8	F	N/A	6.	Merchant	Golnaz Mohammadi	12-2-22	12-1-25	2	Mayor
6	M	7	7.	Resident	Jonathan Cracolici	12-2-21	12-1-24	1	Mayor
			8.	Resident	Vacant	12-2-20	12-1-23		Mayor
6	F	1	9.	Property Owner	Lisa Martin	12-2-22	12-1-25	2	Mayor
			10.	Allied Arts of Seattle	Vacant	12-2-21	12-1-24		Mayor
6	M	1	11.	Allied Arts of Seattle	Samuel Farrazaino	12-2-17	12-1-20	2	Mayor
1	F	7	12.	At-Large	Stephanie Young	12-2-21	12-1-24	2	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	6	0	0	2	0	0	0	0	6	0	1	1					
Council	0	0	0	0	0	0	0	0	0	0	0	0	0					
Other	0	0	0	0	0	0	0	0	0	0	0	0	0					
Total	4	6	0	0	2	0	0	0	0	6	0	1	1					

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.