



City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: <i>Le'Jayah A. Washington</i>		
Board/Commission Name: <i>Community Police Commission</i>		Position Title: <i>Member</i>
<input type="checkbox"/> Appointment OR <input checked="" 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: <i>Fill in appointing authority</i>		Term of Position: * 1/1/2022 to 12/31/2024 <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>
Residential Neighborhood: <i>Central District</i>	Zip Code: <i>98144</i>	Contact Phone No.: <i>Business phone # - NOT personal phone #</i>
Background: <i>Le'Jayah Washington serves as Operations Specialist for King County Equity Now, where duties include tracking policy projects and participating in panels and community events. Her professional experience includes working at Seattle C.A.R.E.S. mentoring, Cultivating the Genius of Black Children, Black Community Impact Alliance. She served as assistant to the Deputy Coroner in the City of Pasco Coroner's Office and interned in the Office of King County Councilmember Larry Gossett. Her volunteer experience includes the Urban League, Central Area Chamber of Commerce, and the Tyree Scott Freedom School.</i>		
Authorizing Signature (original signature): <i>Lisa A. Herbold</i> Date Signed (appointed): 12/7/2021		Appointing Signatory: <i>Lisa Herbold</i> <i>Seattle City Councilmember</i>

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

Le`Jayah A. Washington

Education

University of Washington

Seattle, WA

Bachelor of Arts, 2016

- Political Science (Major)
- Law Societies and Justice (Minor)

Professional Experience

Seattle C.A.R.E.S. Mentoring

Seattle, WA

Assistant (November 2020-Present)

- Outreach to youth and parents, build supportive relationships
- Learn and educate on youth education tools
- Host zoom tutoring sessions

King County Equity Now

Seattle, WA

Operations Specialist (November 2020-Present)

- Manage payments system
- Track policy projects
- Assist in land acquisition partnerships
- Foster relationships with community
- Participate in panels and community events
- Maintain President's calendar and scheduling requests
- Organize and manage internal systems

Cultivating the Genius of Black Children

Seattle, WA

Tech Assistant (September 2020-Present)

- Market event through social media
- Craft communication for target audience
- Host zoom seminars
- Presentation management

Black Community Impact Alliance

Seattle, WA

Assistant (October 2019-Present)

- Respond to community email inquiries
- Takes minutes for weekly organization meetings
- Update website weekly with resources and events utilizing squarespace
- Send out community updates via email utilizing mailchimp
- Report to management on social media engagements
- Conduct community outreach

Dental Village**Tacoma, WA****Receptionist, Dental Assistant** (March 2019-August 2019)

- Answered the business line
- Called clients to schedule appointments
- Maintained client files
- Checked patient insurance information with emphasis on confidentiality
- Earned dental assistant certification

Have A Heart For Kids Day**Olympia, WA****Planning Assistant** (February 2019)

- Organized 20 volunteers
- Coordinated staff day of event
- Contacted contractors for marching band, event space, photographers and food
- Drafted correspondence to be sent to legislators

Children's International Health Relief**Tacoma, WA****Personal Assistant** (December 2018-March 2019)

- Scheduled bi-weekly planning meetings
- Coordinated and contacted festival vendors
- Coordinated and picked up food from local food banks for carnival food bank
- Successfully executed the 2019 Healthy Kids and Families Carnival serving over 300 families
- Conducted post carnival administrative duties
- Drafted governmental correspondence for Kenyan officials

Law Office of J.D. Smith, PLLC**Mercer Island, WA****Remote Assistant** (November 2018-January 2019)

- Electronically label and file documents into Outlook database
- Reviewed, labeled and processed over 80 legal documents

Schroeter, Goldmark, and Bender**Seattle, WA****Administrative Assistant/Special Projects** (October 2017-November 2018)

- Worked with a team of attorneys on specialty projects
- Drafted legal correspondence
- Organized electronic files

People for Rebecca Saldana**Seattle, WA****Campaign Manager** (May 2018-October 2018)

- Managed over 80 volunteers
- Engaged community members in campaign activities through Facebook and Instagram
- Organized and facilitated meetings for community members and public officials

City of Pasco Coroner's Office**Pasco, WA****Assistant to Deputy Coroner** (October 2016-December 2016)

- Analyzed 1,700 pages of investigative reports
- Identified key witnesses and investigative facts from research

Office of King County Councilman Larry Gossett**Seattle, WA****Legislative Intern** (June 2013-June 2014)

- Recorded and archived files with the King County Archive department
- Represented Councilman Gossett at meetings within the workplace and in greater King County
- Replied to constituent correspondence
- Managed Councilman Gossett's daily calendar

Jackson School of International Studies, University of Washington

Seattle, WA

Communications Assistant (December 2013-June 2014)

- Managed the Jackson School website
- Updated social media with current events and articles
- Created content for articles
- Took photos at events, edited photos using Adobe suite, and formatted for website and newsletter
- Wrote and published the official monthly newsletter

Volunteer Experience

Village of Hope

Colorful Communities

Urban League

Larry Gossett Celebration

U.I.R. (Undoing Institutional Racism)

Seattle Girls' School Panels

Central Area Chamber of Commerce

- Updated website content
- Attended community planning meetings
- Advertised upcoming events

Common Purpose

- Led a team of 10 to increase civic participation in Columbus, Ohio
- Met bi-weekly to learn about Ohio's politics, create community within the team, and strategize
- Traveled to Ohio in June of 2018 to register voters and gather thousands of signatures for a local petition

Life Enrichment Bookstore

- Assisted in event planning
- Provided set up and break down for community events
- Marketed bookstore events on social media

RadioActive

- Participated in the Spring 2013 workshop
- Served on the outreach committee for RadioActive
- Mentored youth at the King County Juvenile Detention Center

Tyree Scott Freedom School

- Participated in racism, diversity, social justice workshops, seminars, day trips, and discussions

Skills/Interests

- Proficient in Spanish and Swahili
- Document management programs including Pro-Law and Access
- Adobe Illustrator and Adobe Photoshop
- Google Suite
- Microsoft Office

Community Police Commission

21 Members: Pursuant to 125315, all members subject to City Council confirmation, 3-year term.

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

Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
	F		1.	Member	Asha Mohamed	1/1/20	12/31/22	2	Mayor
			2.	Member	Patricia L. Hunter	1/1/21	12/31/23	1	City Council
			3.	Public Defense	Vacant	1/1/18	12/31/20	1	CPC
2	F		4.	Member	Suzette Dickerson	1/1/21	12/31/23	2	Mayor
			5.	Member	Douglas E. Wagoner	1/1/18	12/31/20	1	City Council
			6.	Civil Liberties	Prachi Vipinchandra Dave	1/1/18	12/31/20	1	CPC
	F		7.	Member	Vacant	1/1/21	12/31/23	2	Mayor
			8.	Member	Vacant	1/1/19	12/31/21	1	City Council
4	M		9.	Member	Austin Field	1/1/20	12/31/22	1	CPC
2	F		10.	Member	Harriett Walden	1/1/19	12/31/21	3	Mayor
			11.	Member	Katherine Seibel	1/1/22	12/31/24	1	City Council
7	M		12.	Member	Joseph Seia	1/1/19	12/31/21	2	CPC
9	F		13.	Member	Esther Lucero	1/1/19	12/31/21	1	Mayor
			14.	Member	Le'Jayah Washington	1/1/22	12/31/24	1	City Council
2	M		15.	SPOG	Mark Mullens	1/1/20	12/31/22	1	CPC
			16.	Member	Vacant	1/1/20	12/31/22		Mayor
3	NB	3	17.	Member	Alina Santillan	1/1/17	12/31/19	1	City Council
			18.	SPMA	Scott Bachler	1/1/20	12/31/22		CPC
			19.	Member	Colleen Echohawk	1/1/20	12/31/22	2	Mayor
			20.	Member	Tascha R. Johnson	1/1/20	12/31/22	1	City Council
2	F		21.	Member	Erica Newman	1/1/20	12/31/22		CPC

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		5				2		2					2
Council	1	1	1			2	1						1
Other	4	2			1	2			1	1	1		
Total	5	9	1		1	6	1	2	1	1	1		3

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.