



City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: <i>Rhonda Carter</i>		
Board/Commission Name: <i>Seattle Women's 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 Appointed: <i>7/2/2019</i>	Term of Position: * <i>7/2/2019</i> to <i>7/1/2021</i> <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>
Residential Neighborhood: <i>Columbia City</i>	Zip Code: <i>98118</i>	Contact Phone No.:
Background: <p><i>Rhonda M. Carter serves as Chief of Staff at Sound Transit. A native of the South Puget Sound region, she has returned to the area after 10 years living and working in Washington, D.C., to drive initiatives that will enable Sound Transit to continue to deliver on an ambitious and newly expanded capital program and increase the agency's operating capacity.</i></p> <p><i>Prior to joining Sound Transit, Rhonda was Deputy Chief of Staff to Secretary Anthony R. Foxx at the U.S. Department of Transportation. Before that, she was the White House Liaison in the Office of the Secretary at the U.S. Department of Energy, where she advised Secretary Ernest J. Moniz and other senior officials on a wide array of personnel, operations, and management issues. She began her service to President Obama's Administration on January 21, 2009 as an aide in the Office of the White House Counsel, where she worked on judicial nominations, including those of Supreme Court Justices Sonia Sotomayor and Elena Kagan.</i></p> <p><i>Earlier in her career, she worked for the Obama-Biden Presidential Transition Team as Assistant to the General Counsel, and at the Center for American Progress, a non-partisan think tank in Washington, D.C., as Special Assistant for Domestic Policy. Rhonda started her career coordinating a federally-funded TRiO program focused on the matriculation of low-income, first-generation students at the University of Washington in Seattle.</i></p>		
Authorizing Signature (original signature): 	Appointing Signatory: <i>Jenny A. Durkan</i> <i>Mayor of Seattle</i>	

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

RHONDA CARTER

PROFESSIONAL EXPERIENCE

SOUND TRANSIT | Seattle, WA
Chief of Staff

August 2016 – Present

- Advise the Chief Executive Officer on strategic and change management goals, and serve as a member of the Executive Leadership Team, the agency's senior-most advisory and decision-making body.
- Coach, direct, and collaborate with executive leaders across the agency to execute on the Chief Executive Officer's direction and decisions, and ensure that his priority objectives are effectively communicated and implemented.
- Facilitate the roll-out and execution of internal agency-wide initiatives, including plans to scale planning, construction and operational procedures.
- Develop and enforce new procedures for administrative functions in the executive office, supervise administrative staff, and ensure smooth operations in support of the Chief Executive Officer's daily activities.

U.S. DEPARTMENT OF TRANSPORTATION | Washington, D.C.
Deputy Chief of Staff to the Secretary

November 2015 – August 2016

- Served on Secretary Anthony R. Foxx's executive leadership team covering a broad portfolio, including management, administration, budget, and policy implementation, to help run a Cabinet-level federal agency with over 58,000 employees and an annual budget of approximately \$77 billion.
- Analyzed and advised on potential risks of executive actions based on the known expectations and interests of internal and external stakeholders, including other federal agencies and The White House.
- Directly supervised four administrative support staff, and a six-member scheduling and briefing book team.
- Oversaw and improved internal systems for scheduling, briefing, budget, travel, personnel, and correspondence; and ensure processes and practices are interpreted and applied consistently.

U.S. DEPARTMENT OF ENERGY | Washington, D.C.
White House Liaison
Deputy White House Liaison

March 2012 – November 2015
November 2013 – November 2015
March 2012 – November 2013

- Advised Secretary Ernest J. Moniz and other senior agency officials on personnel, organizational and transition planning, and communicated sensitive personnel and management decisions on their behalf.
- Served as an agency representative for the White House Council on Women and Girls Advancing Equity and Empowerment Interagency Working Group, which focused on identifying federal policy solutions to address disparities facing women and girls of color in the U.S.
- Served as primary interface with the White House Office of Presidential Personnel on the identification, selection, and management of approximately 130 Presidential appointees.
- Managed a deputy and special assistant; mentored and confidentially counseled junior, mid-career, and senior Presidential appointees on a diverse range of professional and personal issues.
- Developed strategies and programming for recruitment, retention, and knowledge management for Presidential appointees, and oversaw professional development and social events.
- Reformed the appointee onboarding and separation processes, boosted transparency and consistency in hiring and promotion practices, and improved gender and racial diversity across appointment categories.
- Coordinated closely with the Department's Office of the General Counsel to ensure department-wide compliance with federal mandates, including federal hiring authorities, ethics rules, and restrictions on political activity.

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THE WHITE HOUSE | Washington, D.C.
Special Assistant to the White House Counsel
Executive Assistant to the Deputy White House Counsel

January 2009 – March 2012
June 2010 – March 2012
January 2009 – June 2010

- Developed and managed the stakeholder and press roll-out process for the President’s U.S. Attorney, U.S. Marshal, and over 175 federal and District of Columbia judicial nominations, in coordination with numerous White House offices, the U.S. Department of Justice, and the U.S. Senate.
- Provided support for the pre-nomination, nomination, and confirmation processes of U.S. Supreme Court Justices Sonia Sotomayor and Elena Kagan.
- Drafted and edited memoranda to the President and senior White House officials, Congressional oversight correspondence, and press releases.
- Established office procedures at the outset of the Obama Administration, oversaw operations and scheduling, and managed the paper flow of sensitive and classified materials.
- Supervised the White House tax vetting process for Senate-confirmed appointments and managed tasking for 12 volunteer vetting attorneys.

OBAMA-BIDEN TRANSITION PROJECT | Washington, D.C.
Assistant to the General Counsel

November 2008 – January 2009

CENTER FOR AMERICAN PROGRESS (CAP) | Washington, D.C.
Special Assistant for Domestic Policy

April 2007 – January 2009

UNIVERSITY OF WASHINGTON | Seattle, WA
Program Coordinator, TRIO Student Support Services

August 2002 – October 2006

EDUCATION

CLAREMONT MCKENNA COLLEGE | Claremont, CA
Bachelor of Arts, Black Studies

August 1998 – May 2002

UNIVERSITY OF WASHINGTON | Seattle, WA
Graduate Coursework in Quantitative Methods and Economics

June – August 2005

VOLUNTEER & POLITICAL EXPERIENCE

Washington English Center | Washington, D.C.
English Instructor for Adult English Language Learners (ELL)

September 2009 – June 2016

OBAMA FOR AMERICA | Washington, D.C. and VA
Canvasser and Volunteer Trainer

September – November 2012

2012 DEMOCRATIC NATIONAL CONVENTION | Charlotte, NC
Surrogate Booking Volunteer

September 2012

ADDITIONAL INFORMATION

CLEARANCE: Top Secret/SCI (Active 2009 to 2016; currently inactive)

FOREIGN LANGUAGES: Korean—basic knowledge (household language), Spanish—basic knowledge

PERSONAL: Pop culture enthusiast, amateur West Wing historian, musical theater fanatic, former competitive debater

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Seattle Women's Commission

August 2019

21 Members: Pursuant to SMC 3.14.920, all members subject to City Council confirmation, 2-year terms:

- 9 City Council-appointed
- 10 Mayor-appointed
- 2 Other Appointing Authority-appointed: Commission-appointed

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
			1.	Member	Vacant	7/02/19	7/01/21		Mayor
			2.	Member	Vacant	7/02/18	7/01/20		Mayor
1	F	2	3.	Member	Rhonda Carter	7/02/19	7/01/21	2	Mayor
			4.	Member	Vacant	7/02/18	7/01/20		Mayor
			5.	Member	Vacant	7/02/19	7/01/21		Mayor
			6.	Member	Vacant	7/02/19	7/01/21	2	Mayor
			7.	Member	Vacant	7/02/18	7/01/20		Mayor
1	F	7	8.	Member	Diya Khanna	7/02/18	7/01/20	1	Commission
6	F	4	9.	Member	Zoe True	7/02/19	7/01/21	2	Mayor
9	F	7	10.	Member	Idabelle Fosse	7/02/18	7/01/20	2	City Council
1	F	3	11.	Member	K. Min Pease	7/02/19	7/01/21	2	City Council
2	F	N/A	12.	Member	Jamilah Williams	7/02/19	7/01/21	2	City Council
-	-	5	13.	Member	Xochitl Maykovich	7/02/18	7/01/20	2	City Council
2	F	1	14.	Member	Tana Yasu	7/02/18	7/01/20	2	City Council
8	F	5	15.	Member	Darya Farivar	7/02/19	7/01/21	2	City Council
2	F	3	16.	Member	Rokea Jones	7/02/19	7/01/21	2	City Council
			17.	Member	Vacant	7/02/18	7/01/20	2	City Council
2	F	2	18.	Member	Lakeisha Jackson	7/02/18	7/01/20	2	City Council
1	F	-	19.	Member	Vivian Lee	7/02/18	7/01/20	1	Commission
			20.	Member	Vacant	7/02/19	7/01/21	1	Commission
1	F	3	21.	Get Engaged	Diana Im	9/01/18	8/31/19	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	0	3			2	0	0	0	0	1	0	0	0
Council	0	8			1	4	0	0	0	0	0	0	1
Comm	0	2			2	0	0	0	0	0	0	0	0
Total	0	13			5	4	0	0	0	1	0	0	1

Key:

- *D List the corresponding Diversity Chart number (1 through 9)
- **G List gender, M = Male, F= Female, T= Transgender, 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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