

## 01190 - Volunteer Committee / Advisory Board Member

**Contact Information -- Person ID: 45060700**

Name:	Lisa Talley	Address:	3320 Delray Bay Dr Apt 308 Delray Beach, Florida 33483 US
Home Phone:	7603318016	Alternate Phone:	
Email:	talleylisaelen@gmail.com	Notification Preference:	Email
Former Last Name:		Month and Day of Birth:	07/11

**Personal Information**

Driver's License:	Yes, Indiana , Class E
Can you, after employment, submit proof of your legal right to work in the United States?	Yes
What is your highest level of education?	Master's Degree

**Preferences**

Minimum Compensation:	\$0.00 per hour; \$0.00 per year
Are you willing to relocate?	Yes  My husband and I moved to Delray and are awaiting our DMV appointment to update our driving license. We are permanent Delray Beach, Florida residents.
Types of positions you will accept:	Regular , Temporary , Internship
Types of work you will accept:	Full Time , Part Time , Per Diem
Types of shifts you will accept:	Day , Evening , Night , Rotating , Weekends , On Call (as needed)

**Objective**

As a devoted community member I believe in local public service. I would like to apply my previous experience as a Board Member of the Membership Committee Kiwanis Graduate Student Council and Traditions of Serving and Giving Valparaiso University at a few strategic public advisory boards. I would like to devote my time and passion while growing my skill set and integrating at a local level. In addition, through service I will support the growth and prosperity of the city in which I live.

**Education**

City of Delray Beach has chosen not to collect this information for this job posting.

**Work Experience**

<b>Kiwanis Board Member Membership Committee</b>	Hours worked per week: 10
6/2020 - Present	Monthly Salary: \$0.00
Noon Kiwanis Valparaiso Chapter Valparaiso, Indiana 46383	May we contact this employer? Yes

**Duties**

## Membership Committee

**Promise Porter County Program Coordinator**

5/2019 - 10/2019

Porter County

Valparaiso , Indiana 46383

Hours worked per week: 30

Monthly Salary: \$1,800.00

May we contact this employer?

Yes

**Duties**

Non-profit coordinator of Porter County schools and annual Walk event.

**Student Leader and Filmmaker**

3/2019 - 3/2019

Cherokee Nation Service Trip in Oklahoma

Valparaiso , Indiana 46383

Hours worked per week: 40

Monthly Salary: \$0.00

May we contact this employer?

Yes

**Duties**

Cherokee Nation Service Trip in Oklahoma

**Indiana Master Naturalist**

3/2017 - 8/2018

Taltree Arboretum-Purdue

Northwest, Indiana

Hours worked per week: 40

Monthly Salary: \$0.00

May we contact this employer?

**Duties**

Training through the Indiana Department of Natural Resources

Hours completed through the National Parks-The Dunes

**Postpartum and Certified Lactation Specialist**

6/2008 - 6/2010

Certified Birth Doula

Chicago, Illinois

Hours worked per week: 40

Monthly Salary: \$0.00

May we contact this employer?

Yes

**Duties**

Intensive course on biology and cultural awareness, public healthcare experience. DONA

International, UCSD Hearts &amp; Hands, Red Cross BLS, CPR, HIPPA, Defibrillator

**Substitute teacher**

6/2008 - 9/2008

Preuss Charter High School

San Diego, California

Hours worked per week: 10

Monthly Salary: \$0.00

May we contact this employer?

**Duties**

Training

**Certificates and Licenses**

City of Delray Beach has chosen not to collect this information for this job posting.

**Skills**

Office Skills

Typing:

Data Entry:

Other Skills

Adobe: Premiere, Photoshop, InDesign Expert - 4 years and 0 months

Microsoft and Adobe Certifications Expert - 4 years and 0 months

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#### Languages

American Sign Language - Speak, Read, Write

#### **Additional Information**

Professional Associations

Kiwanis Board Member Membership Committee

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Professional Associations

ChildFund Volunteer Spotlight Fundraiser: \$3,000 raised in one day, seven years of sponsorship for student in Vietnam

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#### Honors & Awards

Athenaeum Honor Society for Graduate Students

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#### Honors & Awards

Alpha Epsilon Phi, Beta Eta, member, elected Historian

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#### Honors & Awards

Public event for Mrs. Woycik's speech and Special Olympics 50 Year Award and screening of film

#### **References**

Professional

#### **Burow-Flak, Betsy**

Professor

College of Arts and Sciences 228

1700 Chapel Drive

Valparaiso , Indiana 46383

219.464.6918

[Betsy.BurowFlak@valpo.edu](mailto:Betsy.BurowFlak@valpo.edu)

#### **Resume**

#### **Text Resume**

#### **Attachments**

#### **Agency-Wide Questions**

1. Q: The Board application MUST be completed whether you submit a resume or not. It is important that your application show all the relevant experience and skills you possess that would assist you in serving on this committee or board. Applications must be received no later than ten (10) business days prior to the first City Commission meeting where the nomination for appointment to the board will be considered. Applications may be rejected if incomplete. Resumes alone WILL be rejected. PLEASE NOTE: A) ONCE YOU SUBMIT YOUR APPLICATION, YOU WON'T BE ABLE TO ADD OR CHANGE ANYTHING and you will NOT be able to reapply for the same position(s) during that posting period. B) The City of Delray Beach is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. Therefore, please be advised that all applications are public record and subject to the disclosure provisions of Chapter 119 of the Florida Statutes. In addition, please be advised that applications will remain on file in the City Clerk's Office for a period of two (2) years from the date submitted. It is the applicant's responsibility to ensure that the application on file is current.

- A: Acknowledged, I entered all my experience and information in this application. I understand that my application may be rejected if incomplete. Also, I understand that

my application needs to be completed whether I submit a resume or not and I understand that resumes alone will be rejected. I have checked my application before submitting and I understand that I won't be able to change or add anything once the application is submitted. I also understand that my application is considered a public record and will remain on file in the City Clerk's Office for a period of two (2) years from the date it was submitted.

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**2.** Q: Declaration of Personal Information Exemption Personal Information provided in this application is public information unless the applicant qualifies for an exemption pursuant to Florida Statutes. You are encouraged to thoroughly read the applicable sub-sections of F.S. 119.071. If you qualify for an exemption, your address and phone number are protected information. If you have any questions, please contact the Clerk's Office at 561-243-7056. Do you qualify for a statutory exemption from public disclosure based upon F.S. 119.071?

A: No

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**3.** Q: If you stated yes to the above, please list under which sub-section of F.S. 119.971 do you qualify for a statutory exemption from public disclosure?

A:

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**4.** Q: The City of Delray Beach does not discriminate on the basis of race, color, national origin, sex, religion, age or disability, marital status, family status or sexual orientation in employment or the provision of services.

A: Acknowledged

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**5.** Q: I identify my gender as...

A: female

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**6.** Q: Age

A: 25-40

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**7.** Q: Occupation (If retired, please indicate former occupation or profession.)

A: Self

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**8.** Q: How many years have you lived or worked in Delray Beach?

A: My husband was recently hired as an Assistant Professor at Florida Atlantic University. We moved here this year.

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**9.** Q: Employer name and address

A: Not employed.

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**10.** Q: Home Phone

A: 760-331-8016

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**11.** Q: Mobile Phone

A: 760-331-8016

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**12.** Q: Business Phone

A: 760-331-8016

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**13.** Q: Please contact me at the following phone number

A: Mobile

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**14.** Q: Please contact me at the following address.

A: Residential street

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**15.** Q: Do you or any of your family members work for or serve on the board of directors of any organization which has contracted with or applied for funding from the City of Delray Beach?

A: No

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**16.** Q: Do you anticipate any involvement of this kind in the future? If yes, please describe the relationship.

A: No

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**17.** Q: Have you previously been employed by the City of Delray Beach?

A: No

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**18.** Q: Have you served on the City Commission in the last year?

A: No

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**19.** Q: Are you currently serving or have you previously served on any City boards?

A: No

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**20.** Q: If yes to above, then please list the boards that you have served on, and your contributions to each?

A: Not applicable.

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**21.** Q: Do you have any relatives employed by the City of Delray Beach?

A: No

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**22.** Q: EXPLANATION: If you entered yes for the question above, what is the name of the relative and your relationship. (Please indicate N/A if not applicable)

A: Not applicable

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**23.** Q: Are you a registered voter?

A: No

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**24.** Q: How does your education or experience compliment the powers and duties of the Board?

A: My double Master's thesis was on volunteer identity creation. I approach complex issues with multiple degrees and the experience of a lifelong volunteer.

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**25.** Q: Please list any professional certifications, licenses or certificates that you possess that relate to the board for which you are applying.

A: Masters in Digital Media, Masters in English  
Education Board: Certified Doula, Certified Lactation Specialist  
Historic Preservation Board: Indiana Master Naturalist Certified  
Public Arts Advisory Board: Double Masters, Bachelors in English and Theatre

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**26.** Q: **Valid e-mail address is necessary to be able to receive notifications from City Clerk's department including but not limited to notices to schedule an**

**interview, application received or rejected notices, etc. Most correspondence will be done through e-mail notifications. Please ensure that valid e-mail address shows on your application and that you remember your login information.**

A: Acknowledged. It is my responsibility to provide a valid e-mail address for correspondence and e-mail notifications. I understand that if I don't check my e-mails or forget my login information, I might miss important messages regarding the position I applied for, and/or any tests or pre-requisites that might be required of me, which could result in missing the opportunity to be considered for the position.

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**27.** Q: I understand and agree that: The City of Delray Beach participates in E-Verify and will provide the federal government with your Form I-9 information to confirm that you are authorized to work in the U.S.

A: I understand and agree

### **Supplemental Questions**

**1.** Q: I am interested in serving on the following committees, boards, groups or authorities. (Select up to 3 committees from the list below:)

A: Education Board  
Historic Preservation Board  
Public Arts Advisory Board

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**2.** Q: Please list any community activities that relate to this position.

A: Presenter for the 2018 Traditions of Serving and Giving Ceremony, Valparaiso, IN  
Education Board: CORE presenter Valparaiso University, Substitute Teacher Preuss School San Diego, Education Minor University California, San Diego  
Historic Preservation Board: Internship at Library Archives / Presenter at History Extravaganza Valparaiso University, Digital transcription for Newberry Library, Chicago  
Public Arts Advisory Board: Annual Digital Media Showcase Valparaiso University, Documentary Filmmaker with 300+ audience for first screening

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**3.** Q: List any experience that would assist you in serving on this committee, board, commission, or authority

A: I served on the Kiwanis Membership Committee and the Graduate Student Advisory Council. I was also a Student Leader for 2019 Cherokee Nation Service Trip through Valparaiso University.

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**4.** Q: Please indicate any activities you are involved with that may present a conflict of interest with the committee, board, commission, or authority you are applying for.

A: None known.

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**5.** Q: How did you hear about the vacancy on this committee, board, commission, or authority?

A: Friend or Co-Worker

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**6.** Q: If "other" was selected for question #6, please describe here.

A: Not applicable

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**7.** Q: Why do you want to serve on this committee, board or commission?

A: Education Board: My educational background is in education and I hope to support and provide opportunities to advance Delray's educational structure.  
Historic Preservation Board: By maintaining our links to historical sites Delray can advance our community while honoring the community's collective memory.  
Public Arts Advisory Board: The installation of public artwork secures equal opportunity

to the unique and wonderful artists that make up the community we call Delray.

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**8. Q:** What unique abilities/skillset/perspective would you bring if selected?

A: As a member of various boards I understand the complex issues one needs to consider and the patience and persistence it takes to reach a publicly acceptable resolution. As a Board Member for the Kiwanis Membership Committee I witnessed the critical work that boards serve. As a graduate student serving on the Graduate Student Advisory Council I also can relate to the student representatives.

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**9. Q:** Please describe your understanding of the functions and capacity of the board(s), committee(s), or commission to which you are applying?

A: Education Board: The purpose of the board is to create and promote educational events, policy and program advancement while supporting public and private schools in Delray. I am available during the regular meeting time: first Monday of every month at 5:30pm.

Historic Preservation Board: The purpose of the board is to serve as an advisory commission to help retain and protect the historic districts in Delray through augmentation of historic sites and/or properties.

I am available during the regular meeting time: first Wednesday of every month at 6:00pm.

Public Arts Advisory Board: The purpose of this board is to advise the Delray Beach City Commission on art policy and implications of individual/collaborative art projects regarding temporary, permanent and educational site specific installations.

I am available during the regular meeting time: fourth Monday of every month at 6pm.

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**10. Q:** Have you ever attended a meeting of the board or committee for which you are applying?

A: No

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**11. Q:** I understand that by applying to this committee, board, commission, or authority, I am offering a reasonable portion of my time to the City of Delray Beach and the requirements that accompany this position, including, but not limited to, routine meetings, hearings and responsiveness to the public.

A: Yes, I understand