

## 01190 - Volunteer Committee / Advisory Board Member

Expires  
01/23/2022**Contact Information -- Person ID: 43169322**

Name:	ROBERT C. TOWNSEND	Address:	801 Meadowlark Lane Delray Beach, Florida 33445 US
Home Phone:	12162888104	Alternate Phone:	5615626895
Email:	robertctii1948@gmail.com	Notification Preference:	Email
Former Last Name:		Month and Day of Birth:	06/28

**Personal Information**

Driver's License:	Yes, Florida , 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?	Bachelor's Degree

**Preferences**

Minimum Compensation:	\$0.00 per hour; \$0.00 per year
Are you willing to relocate?	No
Types of positions you will accept:	Regular
Types of work you will accept:	
Types of shifts you will accept:	Day , Evening , Night , Rotating , Weekends , On Call (as needed)

**Objective****Education**

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

**Work Experience**

<b>Government Consultant</b> 6/1993 - Present	Hours worked per week: 40 Monthly Salary: \$0.00 May we contact this employer?
Townsend Ventures Cleveland, Ohio	

**Duties**

As a Government Consultant I work strategically with government entities to achieve its targets and provide innovative solutions for socio-economic development with politically neutral and flexible opinions. As a Government Consultant I worked on a wide variety of projects for different industry sectors, including transportation, infrastructure, education, IT, research, and tourism among others.

**Reason for Leaving**

Retired and relocated to Florida.

**Partner**

7/2014 - Present	Hours worked per week: 40 Monthly Salary: \$0.00 May we contact this employer?
Townsend Ventures Maple Heights, Ohio	

**Duties**

Review Resume.

**Reason for Leaving**

Retired and relocated to Florida.

**President of Council**

1/2004 - 6/2008

Townsend Ventures  
Oakwood Village, Ohio

Hours worked per week: 40

Monthly Salary: \$0.00

May we contact this employer?

**Duties**

Public, elected official charged with the management of the Village's \$15 million annual budget and legislation, serving 3,700 residents and 80 village employees.

Chair of the Finance Committee, which governs all Village fiscal issues.

Member of the Safety Negotiating Committee which negotiates the collective bargaining agreements for the Village Fire and Police Departments.

**Reason for Leaving**

Retired and relocated to Florida.

**Chairman of the Board**

2/1988 - 3/2006

Cuyahoga Metropolitan Housing Authority  
Cleveland, Ohio

Hours worked per week: 40

Monthly Salary: \$0.00

May we contact this employer?

**Duties**

Board governance position responsible for the fiscal and operational oversight of the Authority's Public Housing program (100 million annual budget) and the Section 8 Voucher Program (\$85 million annual budget), serving over 1,100 employees and 55,000 residents in one of the nation's top ten Public Housing Authorities.

During a 16-year tenure on the Board of Trustees, served as Chair, Vice Chair, and Member, and provided oversight to more than \$1 billion in federal funding, and \$360 million in renovations and new construction.

Participated on the Economic Development, Personnel, and Audit Committees.

**Chairman of the Board**

9/1997 - 3/2006

Cuyahoga Metropolitan Housing Authority  
Cleveland, Ohio

Hours worked per week: 40

Monthly Salary: \$0.00

May we contact this employer?

**Duties**

Responsible for the effective oversight of 20 charter schools, including the governance of a \$110 million annual budget and the administration of state and federal education funding. Also assisted in managing over 600 employees serving 5, 800 students, with a focus on organizational growth through acquisitions and program expansion.

801 Meadowlark Lane \* Delray Beach, Florida 33445 \* Cell: 216.288.8104

**Reason for Leaving**

Retired and relocated to Florida.

**Chief Bailiff**

10/1990 - 10/2001

Cuyahoga Metropolitan Housing Authority  
Cleveland, Ohio

Hours worked per week: 40

Monthly Salary: \$0.00

May we contact this employer?

**Duties**

Responsible for the supervision and enforcement of all court orders, attachments, foreclosures, executions of sales, collections of monies for sales and executions, and courtroom security, as well as the administration of court documentations and the coordination of court issues with city, county and state officials.

A management position with 90 direct reports, and over 300 total employees, overseeing a \$120 million annual budget - the largest in Ohio.

Developed and implemented departmental policies and procedures that ensured more effective and efficient court operations.

Appointed to the curriculum development committee for the Ohio Peace Officer Training Academy & Bailiff Training Academy, and served as one of the Academy's first Commanders.

**Deputy Court Administrator**

11/1982 - 10/1990

Hours worked per week: 40

Monthly Salary: \$0.00

May we contact this employer? Yes

Cleveland Municipal Court/Judicial Division  
Cleveland, Ohio

**Duties**

Support position to the Court Administrator with responsibilities that included: supervision of 8 department heads; implementation of staff development and employee motivation programs; budgetary formulation; development, implementation and monitoring of employee performance objectives and appraisals; and supervision of employee recruiting, training programs and hiring. Supervised the implementation of court policies and programs which included the development of: Work Release Program; Administered and evaluated salary policies and conducted yearly salary review to insure fairness and equity in salary structure.

Develop, implemented and managed Equal Employment Opportunity (EEO) grievance board, established policies and procedures, and assisted complainants with grievance procedures.

**EEO Compliance and Personnel Officer**

6/1974 - 11/1982

Hours worked per week: 40

Monthly Salary: \$0.00

May we contact this employer? Yes

Cleveland Municipal Court Judicial Division  
Cleveland, Ohio

**Duties**

Review Resume.

**Deputy Bailiff**

12/1971 - 6/1974

Hours worked per week: 40

Monthly Salary: \$0.00

May we contact this employer?

CIVIC INVOLEMENT & MEMBERSHIPS  
Cleveland, Ohio

**Duties**

Cleveland Civil Service Employees Association (Member, Audit and Loan Committee Chairperson, President)

Uplift Ohio (Chairman)

National League of Cities (Member)

Glenville Alumni Association (President)

Clark Atlanta University Alumni Association (Member)

Prince Hall Mason Ecclesiastes #120

El Hasa Masonic Temple #28

Bezaleel Consistory #15

The United States Supreme Council 33

Past involvement include: Amistad Development Corporation (President); Cleveland Municipal school district Superintendent Search Committee (Member); Cleveland Civil service Employees Credit Union (President and Chairman of the Loan Committee); Association of Neighborhood

Councils (President); Cleveland Municipal School District, Law and Public Service Magnet School Advisory committee (Chairman).

### Certificates and Licenses

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

### Skills

Office Skills

Typing:

Data Entry:

### Additional Information

Professional Associations

Council to

Professional Associations

of the Safety Negotiating Committee which negotiates the collective bargaining agreements for the Village Fire and Police Departments

Professional Associations

During a 16-year tenure on the Board of Trustees, served as Chair, Vice Chair, and Member, and provided oversight to more than \$1 billion in federal funding, and \$360 million in renovations and new construction

Professional Associations

Cleveland Civil Service Employees Association (Member, Audit and Loan Committee Chairperson, President)

Professional Associations

National League of Cities (Member)

Professional Associations

Glenville Alumni Association (President)

Professional Associations

Clark Atlanta University Alumni Association (Member)

Professional Associations

Past involvement include: Amistad Development Corporation (President); Cleveland Municipal school district Superintendent Search Committee (Member); Cleveland Civil service Employees Credit Union (President and Chairman of the Loan Committee); Association of Neighborhood Councils (President); Cleveland Municipal School District, Law and Public Service Magnet School Advisory committee (Chairman)

Honors & Awards

Public, elected official charged with the management of the Village's \$15 million annual budget and legislation, serving 3,700 residents and 80 village employees

### References

### 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.

**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

**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:

**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

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

A: Male

**6.** Q: Age

A: 65+

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

A: Retired (Administrator)

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

A: 2 yrs

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

A:

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**10. Q:** Home Phone

A:

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**11. Q:** Mobile Phone

A: 12162888104

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**12. Q:** Business Phone

A:

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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: Home mailing

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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:

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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:

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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:

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

A: Yes

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

A: Senior, executive-level professional with 40 years combined experience in the public and private sectors, including public housing management, academic administration and the criminal justice system.

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

A:

**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.

**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: Delray Beach Housing Authority

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

A: I am the Jr. Warden (second in charge) of St. Mathew's Episcopal Church of Delray Beach where we help to

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

A: Review Resume.

**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.

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

A: City of Delray Beach Staff  
Other

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

A: Retired Priest of St. Matthew's Episcopal Church of Delray Beach Florida (Rev. Marcia Beam).

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

A: To utilize my years of experience and knowledge to assist the economically disadvantaged.

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

A: Review Resume.

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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: To vote on agency budgets, contracts and some executive positions.

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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