

# 10

# City of Seattle

## Notice of Appointment

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CITY OF SEATTLE  
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<b>Name:</b>  <i>Jan Levy</i>		<input checked="" type="checkbox"/> Executive Appointment <input checked="" type="checkbox"/> Reappointment <input type="checkbox"/> Legislative Appointment <input type="checkbox"/> Agency Appointment <input type="checkbox"/> PDA Council <input type="checkbox"/> PDA Constituency
<b>Residential Neighborhood:</b>  <i>Sandpoint</i>	<b>Zip Code:</b>  <i>98115</i>	<b>Contact Phone No.:</b>  <i>(206) 389-7279</i>
<b>Appointed to:</b>  <i>Seattle Center Advisory Commission</i>		<b>Date of Appointment:</b>  <i>September 28, 2011</i>
<b>Authority (Ord., Res.):</b>  <i>Ordinances 91885 and 108936</i>		<b>Term of Office</b> <b>From:</b> <i>September 28, 2011</i> <b>To:</b> <i>September 28, 2014</i>
<b>Background:</b>  <i>RE-appointment</i>  <i>Jan Levy, Executive Director of Leadership Tomorrow, has been a very active member of the Seattle Center Advisory Commission. In addition to her work on the Commission, Jan also served as the co-chair of the Century 21 Committee. In addition to providing excellent leadership to the Century 21 Committee, she played a key role as liaison between the Committee and the Advisory Commission. Jan is very passionate about Seattle Center and is always ready to help whenever needed.</i>  <i>Jan has a deep commitment to community leadership development. She served on the Board of the Community Leadership Association (an international association of community leadership programs) for nine years. In May 2000, Jan received the "Preceptor Award" for excellence in her field from the Community Leadership Association. She has also assisted with the formation of a number of other community leadership programs in the Northwest, including Leadership Vancouver, B.C., Leadership Victoria, B.C., Leadership Kitsap, Leadership Thurston County, Leadership Skagit and Leadership Snohomish County. In January of 2001, The Seattle Times recognized her as one of the "Best Organizers of 2000" for the Puget Sound Region.</i>		
<b>Authorizing Signature:</b>  <i>Michael M. Ginn</i>		<b>Name and Title of Officer Making Appointments:</b>  Mayor Mike McGinn



## Executive Summary

- ◆ Results oriented, non-profit executive, with extensive experience in leadership development, general operations, strategic planning, volunteer recruitment and management, project coordination, fundraising, event planning and budget development.
- ◆ Seattle native with a deep commitment to the Puget Sound region demonstrated through civic involvement, training, public speaking and service on boards and committees at the local and national level.

## Professional Non-Profit Expertise

### Non-Profit Leadership

- ◆ Provide all aspects of non-profit management and day-to-day operational support for a civic leadership training organization with more than 1,500 members, volunteers, constituents and customers representing more than 750 private, public and non-profit organizations within the Puget Sound Region.
- ◆ Provide leadership and direction for a 38-person board of directors, and more than nine volunteer committees with more than 250 volunteers who serve the organization annually.
- ◆ Direct financial management, budget development, revenue generation, and strategies for financial growth.
- ◆ Cultivate relationships with key corporate, public, and non-profit sector leaders for fundraising, marketing, and recruitment efforts.
- ◆ Provide guidance on policy development including implementation of successful policies and procedures to address class selection, tuition assistance, revenue generation, and volunteer operating guidelines.

### Strategic Planning

- ◆ Initiated and implemented organization's first (1996-2001) and second (2005-2009), five-year strategic plans, including extensive data gathering and interviews with key stakeholders, which each resulted in new vision, mission, values, and refined organizational focus, and the continued consideration of new programs.
- ◆ Implemented outcomes-based, community-wide evaluation of all aspects of program and organization including an organization-wide dashboard on the program's impact in the region (*ongoing*).

### Marketing, Recruitment and Fundraising

- ◆ Implemented successful new fundraising strategies to increase annual operational support by 40%.
- ◆ Developed and implemented successful annual corporate sponsorship program attracting approximately 15-20 annual corporate sponsors.
- ◆ Initiated successful marketing strategies, which resulted in attracting more than twenty new, large corporations (over 100 employees) to the organization and increased applications to program by 35%.
- ◆ Implemented successful recruitment strategies in communities of color resulting in an ongoing participant mix of *more than 35% people of color (current class for 2012 is 40% people of color.)*
- ◆ Initiated and completed new branding for Leadership Tomorrow, including the development of a values proposition, new branding language, logo, website, and collateral materials.

### Event Planning

- ◆ Successfully implemented 25<sup>th</sup> Anniversary Celebration – goal was to raise \$500,000 over three years for Leadership Tomorrow scholarships. *\$470,000 raised in the first year of campaign.*
- ◆ Plan, organize, and implement ongoing and special events including monthly, daylong seminars, quarterly programs, and two large fundraising events per year (*ongoing*).
- ◆ Attracted, organized and managed three-day, national conference attracting more than 950 participants. *Fundraising goals exceeded by 15%, and participation attracted significant media attention and volunteer involvement (more than 150 volunteers).*

### Adult Learning and Curriculum Development

- ◆ Provide guidance and implement ongoing curriculum planning strategies, and alumni forums. (*ongoing*)
- ◆ Implemented Community Trusteeship and Servant Leadership training curriculums.
- ◆ Mentor and work with numerous communities to develop and implement Community Leadership programs for their regions.
- ◆ Conduct ongoing training workshops and retreats in the areas of Servant Leadership, The Leadership Challenge, effective leadership strategies, board development, and training for new directors of community leadership programs.

## Work History

- Leadership Tomorrow, Seattle, WA** 1989-present
- ◆ Executive Director reporting to the Board of Directors
- Washington Mutual Savings Bank, Seattle, WA** 1982-1989
- ◆ Asst. Vice President and Manager, Lines of Credit, 1987-89
  - ◆ Officer & Manager, Education Loans, 1984-87
  - ◆ Assistant to the Chairman and CEO, 1982-84
- The Dearborn Associates, Inc. and Ordal & Dearborn, P.S., Seattle, WA;** 1979-1982
- ◆ Office and Financial Manager
  - ◆ Paralegal
- University of Colorado, Office of the Chancellor, Boulder Colorado** 1974-1979
- ◆ Administrative Officer

## Civic Involvement

- ◆ **PRESENT:** Co-Chair, Century 21 Committee, (mayoral appointment), 2006-2008; Member, Seattle Center Advisory Commission (mayoral appointment), 2005-present; Member, Visiting Committee, *Seattle University Executive Masters in Not for Profit Leadership Program*, 1997-2001, and 2006-present; Board Member, Temple de Hirsch Sinai, 2006-present
- ◆ **PAST:** Board Member and Vice Chair, *The Greenleaf Center for Servant Leadership*, 1999-2005; Board Member, *Seattle Center Foundation*, 2001-2005; Board Member, *Lifelong AIDS Alliance*; 2000-2003; Board Member, 1992-1999 and Chair, 1997-98, *Community Leadership Association*; Board Member, *United Way of King County*, 1994-1997; Board Member, *American Jewish Committee*, 1986-1994; Selected Participant, *Leadership Tomorrow*, 1986-87

## Selected Workshops and Public Speaking

- ◆ *Introduction to Servant Leadership*, (numerous organizations) 2002-present
- ◆ *Introduction to "The Leadership Challenge"* by Kouzes & Posner, (numerous organizations) 2004-present
- ◆ *Discovering What has Heart and Meaning in Life and Work*, Women's Business Exchange, 1/10
- ◆ *Leadership Development Training*, Vladivostok, Russia, for the Foundation for Russian American Economic Cooperation, 10/07
- ◆ *New Directors' Workshop*, Community Leadership Association, 4/01, 5/02, 6/03; 6/04; 4/05; 5/07; 4/08; 4/09
- ◆ *Exploring Leadership*, Greater Seattle Insurance Professionals, 5/04
- ◆ *Exploring Personal Values in Your Career Path*, Washington Women Lawyers, 9/01
- ◆ *Partnerships and Collaborations*, Volunteer Victoria Annual Conference, 5/01
- ◆ *21st Century Leadership Skills*, Institute for a Democratic Future, 12/00; 12/99; 12/98

## Awards and Special Recognition

- ◆ 2010 Citizen of the Year, Municipal League of King County
- ◆ 2008 Woman of Influence Award, Puget Sound Business Journal
- ◆ 2008 Spirit Award, Seattle/King County Urban League
- ◆ 2007 Woman of Distinction, Girl Scouts of Western Washington
- ◆ 2007 Community Mentoring and Legacy Award, Women of Color Empowered
- ◆ 2006 Exemplary Leadership Award, The Executive Alliance
- ◆ 2000 Preceptor Award for Excellence in the Field, Community Leadership Association

## Education

- ◆ Adelphi University, Garden City, Long Island, NY, 1968-69
- ◆ University of Utah, Salt Lake City, Utah, 1966-68

## References

- ◆ Available on request



## Seattle Center Advisory Commission

September 2011

15 members: Per Ordinances 91885 and 108936, appointed by Mayor, confirmed by City Council; 3-year terms

1 member: *Get Engaged: City Boards and Commissions* program, appointed by Mayor, confirmed by City Council; 1-year term

D	G	Member	Position / Background	Term Ends	Serving
2	F	Dziko, Trish	Business, Education, Tech	09/28/12	2 <sup>nd</sup> term
6	F	Joncas, Kathleen	Business, Non-profit	09/28/12	2 <sup>nd</sup> term
6	F	Robar, Angela	Vice Chair, Marketing	09/28/12	2 <sup>nd</sup> term
0	--	Vacant	Vacant	09/28/12	Vacant
0	--	Vacant	Vacant	09/28/12	Vacant
6	M	Block, Bill	Chair/Cmte 2 End Homeless, Gov't, Legal	09/28/13	4 <sup>rd</sup> term
6	M	Dederer, Mark	Bank/Finance	09/28/13	1 <sup>st</sup> term
6	F	Hall, Regina	Bank/Finance, Retired, Sales	09/28/13	3 <sup>rd</sup> term
2	F	Moodie, Donna	Hospitality, Sales	09/28/13	2 <sup>nd</sup> term
6	M	Tune, Jim	ArtsFund	09/28/13	2 <sup>nd</sup> term
6	M	<b>Kaplan, Bob</b>	<b>Technology</b>	<b>09/28/14</b>	<b>2<sup>nd</sup> term</b>
6	F	<b>Levy, Jan</b>	<b>Non-profit</b>	<b>09/28/14</b>	<b>3<sup>rd</sup> term</b>
2	M	<b>Lofton, Andrew J.</b>	<b>Government</b>	<b>09/28/14</b>	<b>3<sup>rd</sup> term</b>
6	F	<b>Roach, Shannon</b>	<b>Entertainment, Education, Non-profit</b>	<b>09/28/14</b>	<b>3<sup>rd</sup> term</b>
1	F	<b>Wong-Wear, Hollis</b>	<b>Entertainment, Education, Non-profit</b>	<b>09/28/14</b>	<b>1<sup>st</sup> term</b>
6	M	Leber, Todd	(Get Engaged)	09/30/12	only

### Diversity

	Men	Women	Vacant	Minority	(1) Asian-American	(2) African-American	(3) Hispanic Latin@	(4) Native-American	(5) Other	(6) Caucasian
Mayor	5	8	2	4	1	3	0	0	0	9
Get Engaged	1	0	0	0	0	0	0	0	0	1
<b>Total</b>	<b>6</b>	<b>8</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10</b>