

**City of Seattle
Notice of Appointment**

Name: <i>Jan Levy</i>		<input checked="" type="checkbox"/> Executive <input type="checkbox"/> 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	
Residential Neighborhood: <i>Sandpoint</i>	Zip Code: <i>98119</i>	Contact Phone No.: <i>(206) 389-7279</i>	FILED CITY OF SEATTLE CITY CLERK 2014 OCT 21 PM 2:56
Appointed to: <i>Commissioner, Seattle Center Advisory Committee</i>		Date of Appointment: <i>October 15th 2014</i>	
Authority (Ord., Res.): <i>Ordinances 91885 and 108936</i>		Term of Office: From: <i>Confirmation Date</i> To: <i>September 28, 2017</i>	
Background: <p><i>Jan Levy is the Executive Director of Leadership Tomorrow, a civic leadership training program founded by the Greater Seattle Chamber of Commerce and the United Way of King County. The program's purpose is cultivate, inspire, connect and engage an effective community of leaders. Jan is a graduate of the program and has served as its director for more than twenty-five years.</i></p> <p><i>Jan is a Seattle native who lived in a number of other cities before returning home in 1980. Her diverse background includes professional dance, higher education administration, and, prior to joining Leadership Tomorrow, eight years at Washington Mutual Bank, where she held positions as Assistant to the Chairman and CEO, Officer and Manager of Student Loans, and Asst. Vice President for Lines of Credit.</i></p> <p><i>As a self-proclaimed "leadership junkie," Jan has a deep commitment to community leadership development. For nine years, she served on the board of directors of the Community Leadership Association (CLA), an international association of community leadership programs. She completed her term as the Immediate Past Chair of the Board in 1999. In May, 2000, Jan received the "Preceptor Award" for excellence in her field from CLA. She is also a former member and vice-chair of the board of the Greenleaf Center for Servant Leadership. Jan has 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, Leadership Snohomish, and Leadership Skagit.</i></p> <p><i>Jan is the current Chair of the Seattle Center Advisory Commission and the Visiting Committee of Seattle University's Masters in Non-Profit Leadership Program. She Co-Chaired the Century 21 Committee, a mayoral-appointed committee charged with recommending a new design plan for the Seattle Center. Jan is a former member of the Board of Trustees for Temple de Hirsch Sinai. Other previous board memberships include the United Way of King County, the Lifelong AIDS Alliance, Puget Sound Camp Fire Boys and Girls, and the American Jewish Committee.</i></p> <p><i>Jan was named "Citizen of the Year" by the Municipal League of King County, (March, 2010). She has received numerous other awards, including the "Woman of Influence" award by the Puget Sound Business Journal, (November, 2008), and a "Spirit Award" from the Urban League of Metropolitan Seattle, (December, 2008). Jan was also honored by the Girl Scouts of Western Washington as their 2007 Woman of Distinction. Other awards have included the Community Mentoring and Legacy Award from Women of Color Empowered, (September, 2007) and the Executive Leadership Award from the Alliance of Non-Profits, a member organization made up of the region's non-profits, (June, 2006). In January of 2001, <u>The Seattle Times</u> recognized her as one of the "Best Organizers of 2000" for the Puget Sound Region.</i></p> <p><i>In her "free time," Jan enjoys yoga, dancing, attending theatre and listening to jazz. During the summer months, she spends her time backpacking and kayaking in the wonderful mountains of the northwest.</i></p>			
Authorizing Signature: <i>Signature of Councilmember, Mayor, or other authorizing person.</i>		Name and Title of Officer Making Appointments: <i>Mayor Edward B. Murray</i>	

Jan Levy

email: [REDACTED]

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 1,800 members, volunteers, constituents and customers representing more than 1,000 private, public and non-profit organizations within the Puget Sound Region.
- ◆ Provide leadership and direction for a 40-person board of directors, and more than seven volunteer committees with more than 300 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 and Program Evaluation

- ◆ Initiated and implemented organization's first (1996-2001), second (2005-2009) and third (2012-2015), 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 more than 75%.
- ◆ 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-five* new, large corporations (over 100 employees) to the organization and increased applications to program by 45%.
- ◆ Implemented successful recruitment strategies in communities of color resulting in an ongoing participant mix of *more than 35% people of color (current class for 2014 is 38% 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 25th and 30th Anniversary Celebrations – goal was to raise \$500,000 for Leadership Tomorrow scholarships. *Exceeded goal by end of campaign to raise a net \$568,000 for scholarship funds.*
- ◆ 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:** Chair, Seattle Center Advisory Commission (mayoral appointment), 2005-present; Co-Chair, Century 21 Committee, (mayoral appointment), 2006-2008; Member, Visiting Committee, *Seattle University Executive Masters in Not for Profit Leadership Program*, 1997-2001, and 2006-present
- ◆ **PAST:** Board Member, Temple de Hirsch Sinai, 2006-2012; 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

15 members: Per Ordinance 91885 and 108936, appointed by Mayor, all subject to City Council confirmation, 3-year terms

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

D*	G	Position No.	Name	Appointed	Term Ends	Term #	Position	Appointed By
6	F	1	Maria Barrientos		9-28-16	1	Member	Mayor
2	F	2	Donna Moodie		9-28-16	3	Member	Mayor
6	M	3	Brian Curry		9-28-16	1	Member	Mayor
6	M	4	Mark Dederer		9-28-16	2	Member	Mayor
6	F	5	Regina Hall		9-28-16	4	Vice Chair	Mayor
		6	Vacant		9-28-17		Member	Mayor
6	F	7	Sarah Johnson-Rich		9-28-17	2	Member	Mayor
1	F	8	Hollis Wong-Wear	10/15/14	9-28-17	2	Member	Mayor
6	F	9	Jan Levy	10/15/14	9-28-17	4	Chair	Mayor
6	F	10	Holly Golden		9-28-17	2	Member	Mayor
		11	Vacant		9-28-15		Member	Mayor
6	M	12	Todd Leber		9-28-15	1	Member	Mayor
4	M	13	Erik Van Rossum		9-28-15	1	Member	Mayor
6	M	14	Will Ludlam		9-28-15	1	Member	Mayor
3	F	15	Gloria Connors		9-28-15	1	Member	Mayor
6	M	GE	Sean O'Brien		9-1-15	GE	Member	Mayor

*Diversity

	Men	Women	Vacant	Minority	(1) Asian-American	(2) African-American	(3) Hispanic Latin@	(4) Native-American	(5) Other**	(6) Caucasian
Mayor	6	8	2	4	1	1	1	1	0	10
Council										
Other Bodies										
Total	6	8	2	4	1	1	1	1		10

**Other includes diversity in any of the following: race, gender and/or ability