



**Contra
Costa
County**

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Date Received:
NOV 07 2016
CLERK BOARD OF SUPERVISORS
CONTRA COSTA CO.

For Reviewers Use Only:
Accepted Rejected

BOARDS, COMMITTEES, AND COMMISSIONS APPLICATION

MAIL OR DELIVER TO:
Contra Costa County
CLERK OF THE BOARD
651 Pine Street, Rm. 106
Martinez, California 94553-1292
PLEASE TYPE OR PRINT IN INK
(Each Position Requires a Separate Application)

BOARD, COMMITTEE OR COMMISSION NAME AND SEAT TITLE YOU ARE APPLYING FOR:

Contra Costa Commission for Women

At-Large 13, 14, or 15

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. Name: Laird Jessica Nicole
(Last Name) (First Name) (Middle Name)

2. Address: [Redacted] El Cerrito CA 94530
(No.) (Street) (Apt.) (City) (State) (Zip Code)

3. Phones: [Redacted]
(Home No.) (Work No.) (Cell No.)

4. Email Address: [Redacted]

5. EDUCATION: Check appropriate box if you possess one of the following:

High School Diploma G.E.D. Certificate California High School Proficiency Certificate

Give Highest Grade or Educational Level Achieved Currently pursuing MPA & MSW

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Cedarville University	Youth Ministry & Christian Education	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>	131		B.A.	May 2011
B) California State University - San Bernardino	Social Work & Public Administration	Yes No <input type="checkbox"/> <input type="checkbox"/>	In progress		MSW/PA	June 2019
C)		Yes No <input type="checkbox"/> <input type="checkbox"/>				
D) Other schools / training completed:	Course Studied	Hours Completed	Certificate Awarded: Yes No <input type="checkbox"/> <input type="checkbox"/>			

6. PLEASE FILL OUT THE FOLLOWING SECTION COMPLETELY. List experience that relates to the qualifications needed to serve on the local appointive body. Begin with your most recent experience. A resume or other supporting documentation may be attached but it may not be used as a substitute for completing this section.

<p>A) Dates (Month, Day, Year) <u>From</u> <u>To</u> <input type="text" value="3/2015"/> <input type="text" value="Present"/> Total: <u>Yrs.</u> <u>Mos.</u> <input type="text" value="1"/> <input type="text" value="9"/> Hrs. per week <input type="text" value="5-10"/> . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text" value="Poland Program Director"/> Employer's Name and Address About A Child International Adoption Agency 479 Tiller Lane Redwood City, CA 94065</p>	<p>Duties Performed - Overseeing adoptions from the country of Poland - Acting as mediator between families and Polish adoption authorities - Managing all adoption paperwork - Educating families about issues relating to adoptive children (poverty, attachment, special needs, etc.) - Providing networking and emotional support to families</p>
<p>B) Dates (Month, Day, Year) <u>From</u> <u>To</u> <input type="text" value="9/2011"/> <input type="text" value="9/2014"/> Total: <u>Yrs.</u> <u>Mos.</u> <input type="text" value="3"/> <input type="text" value="0"/> Hrs. per week <input type="text" value="35"/> . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text" value="Children's Ministry Director"/> Employer's Name and Address Maranatha Bible Church 526 3rd Ave SW Cedar Rapids, IA 52404</p>	<p>Duties Performed - Developed and implemented all programming for children in church of 350 people - Created policy to increase child safety and security - Networked with local agencies and organizations - Counseled parents and families - Trained volunteers</p>
<p>C) Dates (Month, Day, Year) <u>From</u> <u>To</u> <input type="text" value="5/2011"/> <input type="text" value="8/2011"/> Total: <u>Yrs.</u> <u>Mos.</u> <input type="text"/> <input type="text" value="4"/> Hrs. per week <input type="text" value="40"/> . Volunteer <input checked="" type="checkbox"/></p>	<p>Title <input type="text" value="Intern"/> Employer's Name and Address Brighthouse Pregnancy Resource Center 701 Center Point Road Cedar Rapids, IA 52402</p>	<p>Duties Performed - Shadowed department director - Networked with local agencies and organizations - Taught parenting preparation/success classes - Mentored local teens - Event planning - Wrote newsletter articles</p>
<p>D) Dates (Month, Day, Year) <u>From</u> <u>To</u> <input type="text"/> <input type="text"/> Total: <u>Yrs.</u> <u>Mos.</u> <input type="text"/> <input type="text"/> Hrs. per week <input type="text"/> . Volunteer <input type="checkbox"/></p>	<p>Title <input type="text"/> Employer's Name and Address <input type="text"/></p>	<p>Duties Performed <input type="text"/></p>

7. How did you learn about this vacancy?

CCC Homepage Walk-In Newspaper Advertisement District Supervisor Other

8. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors? (Please see Board Resolution no. 2011/55, attached): No Yes

If Yes, please identify the nature of the relationship:

9. Do you have any financial relationships with the County such as grants, contracts, or other economic relations? No Yes

If Yes, please identify the nature of the relationship:

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publically accessible. I understand and agree that misstatements / omissions of material fact may cause forfeiture of my rights to serve on a Board, Committee, or Commission in Contra Costa County.

Sign Name:



Date:

11/2/16

Important Information

1. This application is a public document and is subject to the California Public Records Act (CA Gov. Code §6250-6270).
2. Send the completed paper application to the Office of the Clerk of the Board at: 651 Pine Street, Room 106, Martinez, CA 94553.
3. A résumé or other relevant information may be submitted with this application.
4. All members are required to take the following training: 1) The Brown Act, 2) The Better Government Ordinance, and 3) Ethics Training.
5. Members of boards, commissions, and committees may be required to: 1) file a Statement of Economic Interest Form also known as a Form 700, and 2) complete the State Ethics Training Course as required by AB 1234.
6. Advisory body meetings may be held in various locations and some locations may not be accessible by public transportation.
7. Meeting dates and times are subject to change and may occur up to two days per month.
8. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.

[REDACTED]
El Cerrito, CA 94530
[REDACTED]

Contra Costa County
Clerk of the Board
651 Pine Street, Room 106
Martinez, CA 94553-1292

October 29, 2016

Ms. Napier,

I am writing to ask your consideration of my willingness to serve on a county commission or board. Specifically, I have enclosed applications for the Contra Costa Council on Homelessness as well as the Contra Costa Commission for Women. I am a resident of Contra Costa County, an adoptive mother of a child with special needs, and a graduate student who is currently pursuing joint master degrees in public administration and social work. My goal is to serve my community while gaining experience in advocacy within local government. I am eager to learn as well as contribute to the betterment of the place I call home.

I hope you consider my enclosed applications, and I look forward to hearing from your office.

Respectfully,

[REDACTED]

Jessica N. Laird