

# Application Form

## Profile

### Which Boards would you like to apply for?

Arts & Culture Commission: Submitted

District 3

Seat Name (if applicable)

### Describe why you are interested in serving on this advisory board/commission (please limit your response to one paragraph).

I am interested because I would like to get involved with the education of the musical arts as well as be able to support the African American community

### This application is used for all boards and commissions

Lanita

First Name

L.

Middle Initial

Mims

Last Name

[Redacted]

Email Address

[Redacted]

Home Address

Suite or Apt

[Redacted]

City

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

Owner

Employer

Tub-A-Roo Entertainment & Events

Job Title

Event Planner

Occupation

### Do you, or a business in which you have a financial interest, have a contract with Contra Costa Co.?

Yes  No

Is a member of your family (or step-family) employed by Contra Costa Co.?

Yes  No

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## Education History

Select the highest level of education you have received:

Other

2 years of college

If "Other" was Selected Give Highest Grade or Educational Level Achieved

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## College/ University A

College of Alameda

Name of College Attended

Business

Course of Study / Major

18

Units Completed

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## Type of Units Completed

Semester

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## Degree Awarded?

Yes  No

Degree Type

Date Degree Awarded

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## College/ University B

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Name of College Attended

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Course of Study / Major

---

Units Completed

---

### Type of Units Completed

---

None Selected

---

### Degree Awarded?

---

Yes  No

---

Degree Type

---

Date Degree Awarded

---

### College/ University C

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Name of College Attended

---

Course of Study / Major

---

Units Completed

---

### Type of Units Completed

---

None Selected

---

### Degree Awarded?

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Yes  No

---

Degree Type

---

Date Degree Awarded

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### Other schools / training completed:

Meeting and Event Planning

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Course Studied

56

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Hours Completed

### Certificate Awarded?

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Yes  No

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## Work History

Please provide information on your last three positions, including your current one if you are working.

### 1st (Most Recent)

11/28/2015 - Current

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Dates (Month, Day, Year) From - To

25 hours a week

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Hours per Week Worked?

### Volunteer Work?

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Yes  No

Training Coordinator

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Position Title

### Employer's Name and Address

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Family Builders by Adoption [REDACTED]

### Duties Performed

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Training, curriculum development

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**2nd**

01/18/1986 - Current

Dates (Month, Day, Year) From - To

40

Hours per Week Worked?

**Volunteer Work?**

Yes  No

Owner

Position Title

**Employer's Name and Address**

Tub-A-Roo Entertainment & Events

**Duties Performed**

Meeting & Event Planning, fundraising, board development, trainings, conferences and workshops and non-profit development

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**3rd**

Dates (Month, Day, Year) From - To

Hours per Week Worked?

**Volunteer Work?**

Yes  No

Position Title

**Employer's Name and Address**

## Duties Performed

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[lanita\\_s\\_res\\_2\\_updated\\_3\\_2018\\_pages](#)

Upload a Resume

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## Final Questions

How did you learn about this vacancy?

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Contra Costa County Homepage

\_\_\_\_\_  
If "Other" was selected please explain

**. Do you have a Familial or Financial Relationship with a member of the Board of Supervisors?**

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Yes  No

**If Yes, please identify the nature of the relationship:**

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**Do you have any financial relationships with the County such as grants, contracts, or other economic relations?**

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Yes  No

**If Yes, please identify the nature of the relationship:**

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# Lanita L. Mims

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## Accomplishments

25 years - small business ownership doing special events, developing leaders, leadership training, coaching, designing curriculum & professional development programs

18 years - lead planner of a special events company specializing in theme and special occasion

15 years - board participation, Oakland Parents Together

18 years- Program management, Site Coordination & Site Management

12 years – Volunteer at Wardrobe for Opportunity

8 years - Program / Site management for youth and young adult programs

10 years – Board President, Oakland Parents Together - Past President 2017

7 years – CA Wraparound Advisory Council – State of California

5 years – Committee member of the Parent Partner Advisor Council UC Davis

## Professional Experience

### **Training Coordinator- Family Builders By Adoption**

November 2016 - Current. (Part-Time - 20 hours a week)

Duties: develop a training curriculum, find venues to host training, point person for facilities and caterers, make sure audio and visuals equipment is present and working, plan and schedule RFA and other specialized participant training, arrange first aid / CPR Training for participants

### **Tub-A-Roo Entertainment –Owner / Lead Event Planner**

January 2003–Current

Tub-A-Roo Entertainment provides upscale service for special events, consulting, planning, training and implementation to and with many companies and non-profit organizations.

Day of event services such as; running events, monitoring events, set-up and break down of events.

Manage day-to-day operations of the program to ensure compliance

Assure safety and supervision of the students

HR procedures and practices for site

Coach, supervise, trained and provide professional development for site staff

### **Fund developer / Program Manager - Independent Study for Black Family Life & Culture**

August 2015 - November 2016 (Contract)

Duties: Developing staff, managing three of the organizations programs, hosting programs on site, Board Of Director Training & development, leading, planning and organizing fundraising and activities, designing organization fundraising plans, Assistant to the Board of Directors

### **UC Davis – Instructor**

September 2012 - Current

Hosting / Facilitate county wide & state wide trainings for the State of CA.

Curriculum development, advertising and supporting the training department with the training demands