



**Contra
Costa
County**

For Office Use Only
Date Received:

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:

Municipal Advisory Council

Council Board Member

PRINT EXACT NAME OF BOARD, COMMITTEE, OR COMMISSION

PRINT EXACT SEAT NAME (if applicable)

1. **Name:** Robinson, Princess
 (Last Name) (First Name) (Middle Name)

2. **Address:** 1588 Fitzgerald Drive #165 Pinole CA, 94564 (mailing address)
 (No.) (Street) (Apt.) (State) (Zip Code)

3. **Phones:** 510-478-7808
 (Home No.) (Work No.) (Cell No.)

4. **Email Address:** princess@urbantilth.org

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 2 year college currently receiving AA degree

Names of colleges / universities attended	Course of Study / Major	Degree Awarded	Units Completed		Degree Type	Date Degree Awarded
			Semester	Quarter		
A) Los Medanos College	Business & Liberal Arts A	Yes No <input type="checkbox"/> <input checked="" type="checkbox"/>	3 semesters		AA & AAS	Spring 2018
B) Richmond High	General Education	Yes No <input checked="" type="checkbox"/> <input type="checkbox"/>				008 Diploma
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"/>			

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: _____

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: _____

07 / 05 / 2018

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.

Princess Robinson

(510)-478-7808

princess@urbantilth.org

To Whom This May Concern:

I am applying for your open position to pursue my career goals. This opportunity will help me gain more experience in my career field. My passion and dedication for my community is what drives my work ethic, and push forth focus in my career goals.

Currently, I am a Community Engagement Coordinator/ Project & Program Manager for Urban Tilth. I have worked closely with co-managers & Executive Director to coordinate, develop, & manage a 3 year apprenticeship program for young adults in the restoration of creeks and natural environments. Also, I work close with my community to engage in our vision. I coordinate & attend meetings with networks from all different backgrounds. I have a multi-position and I am trained in organizational skills. I am a consistent reliable source in communication with my community and employer.

My personal life and work experience is what makes me qualify for this position. If granted, I will work above the requirements & have the ability to learn and gain more knowledge. I am asking for an opportunity that would never be given to me. Hopefully, we can work together giving people this same feeling of accomplished goals.

Sincerely,

A handwritten signature in black ink, appearing to be the initials 'PR' with a large, stylized flourish extending to the right.

Princess Robinson

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510-478-7808

princess@urbantilth.org

Princess Robinson

5104787808

princess@urabntilth.org

EDUCATION

Currently attending Los Medanos College Small Business Major
Developed a 3 year program to hire & train in the restoration of creeks
Richmond High Graduate 2008

EXPERIENCE

Manager, Urban Tilth, Richmond CA

May 2015- Current

- Hiring, Firing, Supervising Employees, & Office Duties
- Labor Work in East Bay Regional Parks
- Developing a 3 year Watershed Program for Adults 18-30
- Coordinating Events, & Community Advisor/Outreach
- Coordinating & Attending Community Meetings
- Reporting Task & Managing Site development

Caregiver, Comfort keepers, Berkeley CA

Jan. 2012- March. 2013

- Assisting seniors with activities of daily living
- Case Management / Intake & Out Take
- Administering meds as needed

Front Desk Assistant/C.E.C, Office of Neighborhood Safety(City of Richmond), CA

Oct.2008- Jan.2012

- Scheduled, led, & Organized company Meetings/ All office Duties
- Organized the filing system for the company
- Led trainings for youth in summer programs

Technical Assistant, Pt.Richmond Architect, Youth Works, Richmond CA

June 2007- Sep. 2007

- All Office Duties
- Assisting Management
- Greeting Customers

Mentor, Children's Mental Health Clinic, Richmond CA

June 2006- Sep. 2006

- Mentoring Children Ages 6-12
- Developing Group Sessions, Tutoring Groups, & Building Relationships
- Outdoor Activities

SKILLS

- Administrative & Computer Skills
- Manager / Supervisor Skills
- Developing Programs & Community Outreach/ Coordinator Skills
- Ability to identify and propagate native plant species using a variety of propagation methods
- Experience working with & Supervising kids K-12 & Adults 18-30