



**City of San Luis
Board and Commission
Volunteer Appointment Application**

(Please return application to City Hall, 1090 East Union Street, P.O. Box 1170 San Luis, AZ 85364)

Name: Joselyn J. Medina Date: 01/10/19

Residence Address: 2368 N. Barrios Ave., San Luis AZ Home Phone: _____

Mailing Address: PO Box 5409, San Luis AZ Alternatate Phone: (928)919-6724

The City of San Luis requires all board and commission members to be residents of the City of San Luis.
Do you live with in the corporate limits of the City of San Luis? Yes No
Years Resided in San Luis 9 Years Resided in Arizona 9

List three Boards and/or Commissions you are interested in serving on:

1) Planning & Zoning Commission 3) _____

Why are you interested in becoming a member of the Board(s) and/or Commission(s) you have selected?

I am interested in becoming a member of the Planning and Zoning Commission to have the opportunity to provide my input and serve as representative of my community. The City of San Luis is growing rapidly and is bringing more opportunities for developments and companies to invest. Being part of this commission would give me an opening to learn about all the aspects that this grows brings to make proactive and forward thinking decisions (in accordance with our laws general, city code, and ARS) that will affect generations to come.

Members are expected to attend all meetings of the Board/Commission unless otherwise excused. If a member is absent without excuse from three or more consecutive meetings, the City Council may remove this member from the Board/Commission and appoint another individual to serve the remainder of the term

The time commitment required for each board and commission varies depending upon the number of scheduled meetings and preparation time for those meetings. How much time can you commit to participate on a board or commission? Please be specific, i.e. number of hours weekly, monthly or quarterly.

I am able to meet as often as required, appropriate and advance notification preferred.
I have a flexible working schedule that allows me to attend the required meetings.

Joselyn Medina
2368 N Barrios Ave
PO Box 5409
San Luis AZ, 85349
P: (928) 919-6724
e- mail: joselyn.medina@azwestern.edu

Objective:

Contribute enthusiastically with the Goals and Objectives accomplishment of an organization where I can collaborate with my team work and communication abilities to design, develop, and implement projects all the way through deployment phase.

Competences:

Bilingual fluency English/Spanish (100% proficiency).

Organization and planning skills.

Customer Service Skills

Accountability, creativity, innovation, initiative, and leadership.

Computer skills such as Microsoft Office: Word, Excel, Power Point, Outlook, webmail, Acrobat Reader, Analyzer and SAP, Web Advisor, Datatel Colleague and Self-Service

Excellent Verbal and Written Communication Skills.

Budget Cost Centers Management.

Purchasing shopping carts administration.

Experience:

- Academic Advisor/ Outreach Coordinator 2017- Present
Arizona Western College
Develop and implement advising and outreach strategies for STEM programs including a partnership with Arizona Western College (AWC) departments, University of Arizona (UA) and regional high school counselors/advisors, to assist students and create a Joint Outreach and Advising Plan. Develop and implement AWC/UA informatics pathway student support services by working collaboratively with faculty designers, Student Services, Academic Services, and UA South. Provide support services to first generation, Hispanic, low income, High school and college students with the admissions application, Federal Pell Grant application, and registration to courses relevant to their field of study.
- Emergency Teacher: Language Arts (Reading, Oral Language, Writing and Grammar PEEBS)
Southwest Junior High 2016-2017
Effectively utilize the Gadsden Elementary School District instructional management system to monitor and improve the effectiveness of instruction for English Language Learners (ELL). Provide effective instruction for all students in the classroom. Participate in grade level, school-wide, and other meetings. Provide a learning atmosphere and environment conducive to the intellectual, physical, social, and emotional development of all students. Communicate with students, parents, staff, and community members. Develop, select, and modify instructional plans and materials to meet the needs of all students. Monitors appropriate use and care of equipment, materials, and facilities.
- Public Information Officer / Assistant to Council 2016

Master's Degree in Education - Human Relations

- Universidad Estatal de Sonora 2002-2008
Bachelors in Business Administration.

Civic Involvement:

- Proverbs 31 Home (South Yuma County Domestic Violence Coalition) Board Member
- Arizona Association of Chicanos for Higher Education (AACHE) Member

Other courses or seminars:

Supplemental Instruction Supervisor Workshop
Positioning Yourself for Leadership workshop
Situational Leadership
Problem Solving Methodologies
QMS ISO/TS Lead Auditor
Lean Six Sigma Advocate Training
5's + 1
Visual Management
Layered Process Audits
Social Media & Marketing
Public Information Officer Seminar