2019-648

Professional Experiences and Credentials Submitted by

Dr. Sabrina F. Edwards

Applicant for Safety and Crime Reduction Commission

Presented To:

Jacksonville City Council



June 11, 2019

Lead, Inspire and Make a Difference!

#### Dr. Sabrina Ferguson Edwards

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#### EDUCATION

Doctorate of Education Nova Southeastern University, Fort Lauderdale, FL Organizational Management/Higher Education

Master of Arts Webster University, Saint Louis, MO Human Resources/Training and Development with graduate courses in counseling

Bachelor of Arts Saint Augustine's College, Raleigh, NC Pre-Law/Political Science with a concentration in Public Administration

Florida Department of Children and Families Child Care Training/Introduction Behavioral Observation and Screening

Florida Department of Children and Families Child Care Training Early Literacy for Children

Continuing Education (CEU) Society for Human Resource Management (SHRM)

#### **PROFESSIONAL LEARNING MANAGEMENT/TRAINING EXPERIENCE:**

**Utilizes the following Learning Management System (LMS)** to effectively deliver research, learning materials to enhance skills, performance, professional development and organizational goals.

- Canvas
- Moodle
- Blackboard
- People Soft Database System
- BLUMEN
- Power Campus

#### **RELEVANT PROFESSIONAL EXPERIENCE**

- Mayo Hospital Center for Clinical and Translational Science (CCaTS) Community Steering Committee Member
- University of Florida Community Advisory Board Member (CTSI) for Health Disparities
- New Town Success Zone Advocate for community engagement, business partnership and addressing health disparities through the coordination of health workshops and seminars (such as Mental Health First Aid)
- City of Jacksonville Task Force on Safety and Crime Reduction Appointed Member
- City of Jacksonville Task Force on Safety and Crime Reduction: Appointed Mentor Chair

- Community Partnership Developer
- Training and Development Professional
- City of Jacksonville Ethics Training
- Institutional Review Board (IRB) Training
- Mental Health First Aid Training with Baptist Health
- School Advisory Council Chair (First Coast High School)
- Supervisory experience to include hiring, supervising and evaluation of adjunct faculty staff and student workers
- Experienced Student Services Professional
- Experienced Organizational Management/Program Development Professional
- Successfully managed a Federal Grant awards
- Successful Completed A-133 Audits for federal regulatory requirements
- Successful re-awarded 1.2 Million for Student Support Services (Federal) Fiscal Years 2010-2015 (Demonstrated effective Grant Management)
- Member of the Academic Affairs Administrative Team to develop academic policies
- Developed policies and procedures to support strategic planning for SACS Accreditation
- Training and Development Professional
- Community Involvement and Partnership
- Transportation Worker Identification Credential (TWIC) Cardholder
- APM Terminal Jacksonville Site Operation Learner
- Served as Vice Chair for the Mayor's Commission on the Status of Women
- Developed a community partnership with Sam's Club of Jacksonville in developing minieducational grants to support college retention programs
- Research and develops current best practices in Higher Education
- Initiation of external vendor contracts and departmental management processes to include contractual bidding
- Develops new ideas and strategies

#### **ACCREDITATION EXPERIENCE**

Served as member of the Quality Enhancement Plan (QEP) Operations Team (2002-2008) for the Reaffirmation of Accreditation with the Southern Association of Colleges and Schools

#### PROFESSIONAL ACCOMPLISHMENT

Developed/Founder of a 501 c 3 Non-Profit Organization Executive Director/Founder of Little Bookworms Community Resource Agency, Inc.

#### **RESOURCE DEVELOPMENT EXPERIENCE**

- Assisted RV Daniels Elementary School with fundraising activities and serve as a member of the School Improvement Council
- Submitted mini proposal to Wal-Mart Foundation Community Grant and received funds in the amount of \$3,000 to support Edward Waters College student retention programs and the Athletic Department
- Received funds from the International Longshoremen Association in the amount of \$1,500 to support Duval County School (R.V. Daniels Elementary School)
- Received Funds in the amount of \$500 from Wal-Mart Foundation Community Grant for Little Bookworms Community Resource Agency, Inc. to assist with New Mother's Project

#### LEADERSHIP DEVELOPMENT AND COMMUNITY INVOLVEMENT

• SAEOPP/Southeastern Association of Educational Opportunity Program Personnel Research Chair 2007-2010 (Selected) to support the mission of SAEOPP:

The Mission of the Southeastern Association of Educational Opportunity Program Personnel, Inc. (SAEOPP) is to promote and support equal educational opportunity and access to postsecondary education. Through professional development, networking, research and advocacy, SAEOPP provides TRIO personnel and others with the necessary skills and techniques to assure that the least advantaged have equal access to higher education. The Southeastern Association of Educational Opportunity Program Personnel [SAEOPP] is an eight-state southeast regional Association dedicated to the professional development and support of TRIO professionals and to the advocacy of the TRIO Movement.

- FAEOPP/Florida Association of Educational Opportunity Program Personnel
- Advocate for the Elderly: Volunteer for SHINE (Serving Health Insurance Needs of Elders)
- Member of FLOWHE (Florida Office of Women in Higher Education)
- Jacksonville Port Authority Port Ambassador Program (Founding member)
- Member of the Student Success Coalition of Jacksonville/Northeast Florida
- Delta Sigma Theta Sorority, Inc.
- Phi Gamma Sigma International Professional Society

#### HONORS/AWARDS

- Florida Department of Education Letter of Eligibility/Educational Leadership
- 2007 Dr. Oswald P. Bronson, Sr. Excellence in Sponsored Research Presidential Award
- 2005-2006 Who's Who Among America's Teachers
- Selected as Fulbright Advisor and National Screening Committee Member

#### **PROFESSIONAL CERTIFICATIONS**

- QPR Certified Gatekeeper- Suicide Prevention Counselor
- Qualified to administer Myers Briggs Type Indicator
- Qualified to administer SIGI Plus career resource assessment

#### SELECTED CONFERENCE PRESENTATION

40<sup>th</sup> Annual Southern Association of Educational Opportunity Program Personnel Presented a topic: What TRIO Professionals Should Know about Student Loan Forgiveness

Through the College Cost Reduction and Access Act 2007, Congress created the Public Service Loan Forgiveness Program to encourage individuals to enter and continue to work full-time in public service jobs. As TRIO Professionals and employees of non-profit organizations, it is imperative to engage in an informative session to learn and begin applying steps to having your student loans forgiven. This session is highly encouraged for everyone.

#### SPECIAL GOVERNMENT EMPLOYEE

United States Department of the Interior/Gullah Geechee Cultural Heritage Corridor Appointed as Alternate Commissioner for the State of Florida 2012-2015

#### The Gullah Geechee Cultural Heritage Corridor is managed by a Federal

Commission. Commissioners work in partnership with the National Park Service and the state historic preservation offices of Florida, Georgia, North Carolina and South Carolina.

#### **RELEVANT PROFESSIONAL HIGHER EDUCATION EXPERIENCE**

#### Florida State College at Jacksonville August 2018 -Director for Program Development/Talent Search Federal TRIO Programs United Sates Department of Education/ Training Opportunity Grant Downtown Campus/Urban Core: Division of Online & Workforce Education

- Ensure program compliance with US Department of Education to receive continuous funds
- Provide pre-college information to first generation and low income students at 4 target secondary schools within Duval County Public Schools
- Recruit students to the Talent Search TRIO Program
- Provide ACT/SAT, Financial Aid, and College Application Workshops
- Prepares and submit all necessary U.S. Department of Education reports with an annual performance report (APR)
- Develop policies and procedures for the effective management of instructional initiatives or programs; develop innovative grant programs
- Write and publish reports, documents, papers, contracts and grant applications
- Provide direction for designated/assigned instructional programs or initiatives and activities coordinate discussions and meetings with campus instructional leaders regarding instructional programs
- Serve on and chair committees/task forces for assigned programs, activities and initiatives
- Communicate with public and private agencies to promote the provision of educational services to the community
- Manage 1.5 Million Program Budget to meet program goals/objectives
- Supervise and provide direction to program staff and evaluate program performance with campus administrative staff
- Provide information, data and documentation for new initiatives, ongoing activities and use of college resources and periodically collect and compile data or verify legislative information

## Little Bookworms Community Resource Agency, Inc.August 2010 - PresentPresident/CEO/Founder (501c3)August 2010 - Present

- Provide educational and human service resources to adults and children
- Serve on City of Jacksonville Boards/Commissions
- Collaborates with the New Town Success Zone/Duval County to provide human services needs to all individuals living with the town specific zip codes
- Assist with Back to School Drives, to provide educational materials and supplies
- Implements all organization policies and procedures to ensure program effectiveness
- Develops and implements strategic and operational plans that define priorities and allocates resources to best achieve the mission, within the bounds of fiscal and programmatic regulations and other constraints
- Fosters cooperation among partners to broaden and enrich access programs and to expand and encourage community engagement
- Ensures the maintenance and development of higher education access services addressing the needs of all citizens within Northeast Florida
- Ensures the work of the organization is supported by clear and effective processes and measurable objectives
- Oversees delivery of high quality services, including best practices in program evaluation

• Demonstrates strong organizational abilities, particularly with the flexibility to execute both strong decision-making and consensus building

# Edward Waters CollegeMay 2017 - Aug. 2018Division of Academic AffairsDirector, Student Support Services/TRIOUnited Sates Department of Education/Training Opportunity Grants

- Financial Management of 1.1 Million Grant Award Budget
- Recruit students to the TRIO Program
- Prepares and submit all necessary U.S. Department of Education reports (APR)
- Design and direct project activities throughout the project year fiscal years
- Establishes campus-wide retention practices and represent as a liaison with Financial Aid, Admissions, Registrar and Counseling Offices
- Utilize Power Campus/Banner Database System during the advisement process
- Provide effective academic advisement for TRIO participants
- Represent the project at all appropriate meetings on and off campus
- Establishes policies and procedures for participant needs assessment
- Establishes, evaluate, and revise information and reporting systems
- Coordinates the advising, tutorial functions and other services between the TRIO projects
- Recruit, hire, train, supervise, and evaluate project staff
- Coordinate and assist in providing workshops and training sessions for participants
- Coordinate graduate school visits
- Provides preparation workshops such as GRE, LSAT, and GMAT
- Authorizes expenditures of federal funds and monitor project budget
- Develops and coordinate participant, staff, and project evaluation
- Develops methods to document participant success and attainment of project activities
- Attends national, regional, and state educational and professional conferences

#### Edward Waters College Aug. 2012 -Assistant Professor of Business Administration/Organizational Management

Facilitates Undergraduate level courses: Human Capital Management Group and Team Dynamics Business Communications Group and Organizational Behavior Human Resource Management

#### Edward Waters College August 2012 – May 2017 Assistant Professor of Business Administration and Organizational Management

- Assisted Program Chair with duties assigned
- Provided academic advising
- Served as Campus Advisor to Sigma Beta Delta International Business Honor Society
- Facilitated the following undergraduate level courses:
  - Fundamentals of Management (MAN 300)

An introduction to the theories, techniques and concepts of management and its functions. Planning, organizing, motivating, influencing and controlling will be examined as means to solving management and group functioning problems. Topics

include the classical, behavioral and systems approaches to managing, negotiation, efficiency and effectiveness.

#### Personnel Administration (MAN 306)

An examination of the principles and methods of efficient labor management and maintenance of harmonious relations between management and employees.

#### Group and Organizational Behavior (MAN 310)

Introduction to theoretical behavioral science concepts applied to formal organizational structures. Exposes the student to a variety of responses for dealing with issues of human relations and management. Topics include individual and group behavior in organizations, group's dynamics, solving communication problems and conflict, implementing change, perceptions, attitudes and motivation.

#### Human Resource Management (MAN 312)

This course investigates communication and relationships in creating a productive work environment. Effectiveness in personal and social relationships is also covered through readings and exercises concerning non-verbal communication, constructive feedback, dealing with anger and resolving conflict. Students develop a model for effective communication.

#### Strategic Management (MAN 360)

This module introduces adult learners to various management planning models and techniques and applies these to actual business cases. It stresses the concepts of strategic planning and strategic management.

#### Human Capital Management (MAN 362)

Learners explore the values and perceptions of selected groups affecting social and economic life through an analysis of policies and practices of recruitment, selections, training, development and compensations of employees. A special attention is given to Equal Employment Opportunity and Office of Safety and Health Administration legislation through a series of case studies and simulations.

#### Group and Team Dynamics (MAN 370)

This module is a study of group and team behavior and how group functioning affects organizational effectiveness. Emphasis is places on a decision making and resolving conflict in groups. Learners develop strategies for efficient and productive group management, and determine which tasks groups or individuals handle.

#### Management Principles (MAN 400)

Adult learners examines the foundations and traditional approaches of management principles, planning, organizing, leading, and controlling. This incorporates the elements of delivering strategic value. Building a dynamic organization, mobilizing people, and learning and changing. Leadership and collaboration is integrated with direct applications to the individual and group functioning in today's business environment.

Edward Waters College Division of Academic Affairs Director, Student Support Services/TRIO Sept. 05-Aug. 2012

#### United Sates Department of Education/Training Opportunity Grant

- Financial Management of 1.1 Million Grant Award Budget
- Recruited students to the TRIO Program
- Prepared and submitted all necessary U.S. Department of Education reports (APR)
- Designed and directed project activities throughout the project year fiscal years
- Established campus-wide retention practices and represent as a liaison with Financial Aid, Admissions, Registrar and Counseling Offices
- Utilized Power, Campus/Banner Database System during the advisement process •
- Provided effective academic advisement for TRIO participants
- Represented the project at all appropriate meetings on and off campus
- Established policies and procedures for participant needs assessment •
- Established, evaluated, and revised information and reporting systems •
- Coordinated the advising, tutorial functions and other services between the TRIO projects •
- Recruited, hired, trained, supervised, and evaluated project staff •
- Coordinated and assisted in providing workshops and training sessions for participants ٠
- Coordinated graduate school visits
- Provided preparation workshops such as GRE, LSAT, and GMAT
- Authorizes expenditures of federal funds and monitor project budget
- Develops and coordinate participant, staff, and project evaluation
- Develops methods to document participant success and attainment of project activities •
- Attends national, regional, and state educational and professional conferences •

#### **Edward Waters College Division of Academic Affairs GEAR UP/Pre-College Program Director**

- Managed program budget ٠
- Provided daily operations of the GEAR UP Pre-College Program •
- Assisted to acquire signatures for the Memorandum of Understanding (MOU)
- Recruited students to the GEAR UP Program
- Worked collaboratively with partnership programs to ensure effective processes •
- Ensured that students' files are consistent with program guidelines •
- Ensured activities with GEAR UP participants are carried out •
- Traveled with program participants to weekly field trips ٠
- Responsible for hiring, training and supervising staff •
- Facilitated staff training on topics such as safety, basic mentoring, conflict resolution, and • counseling diverse population
- Responsible for the ordering of educational materials and supplies •
- Ensured that project goals are successful and are in compliance
- Improved family and student awareness about college and improve students' academic readiness • for higher education

#### **Edward Waters College**

#### **Division of Academic Affairs**

#### **Director, Advising and Academic Support Services**

#### **Coordinator, Freshmen Year Experience**

- Planned, organized, and supervised the activities of the Academic Advisement Center
- Utilized Power Campus/Banner System during the advisement process
- Assisted in student retention activities and coordinated campus-wide tutorial programs
- Coordinated the new and returning students registration process

June 2008 - Present

Feb. 02- August 05

- Implemented the early warning systems
- Provided academic advisement resources and t raining for faculty and staff
- Coordinated College Success Program/Life Management Skills
- Evaluated advisement activities and support services
- Served on division and campus wide committees
- Supervised and evaluated staff
- Supervised college work study students

#### University of North Florida/Career Services Sept. 01- Feb. 02 Job Search Counselor/Liaison to the College of Health

- Provided career/job search counseling
- Conducted orientation and training programs for the College of Health
- Recruited students to participate in the Co-op program for Health Field Experiences
- Monitored co-op work sites and ensured compliances
- Shared information about job and career opportunities with faculty and students
- Identified and develop links to Internet career resources
- Critiqued resumes and conducted mock interviews
- Developed an academic relationship with the College of Health students

#### **Charleston County Schools**

#### **Business Education Teacher/GED Instructor**

- Prepare and deliver curriculum to 9<sup>th</sup> 12 and GED grade students enrolled in keyboarding, introduction to business, marketing, and operations management
- Evaluate and grade students' class work, assignments, and papers
- Developed the first student store
- Served as the Chair of the School Improvement Council
- Served as an adviser to student organizations

#### ADDITIONAL HIGHER EDUCATION TEACHING EXPERIENCE

Florida State College at Jacksonville

#### August 2005 – Present

Certified Adjunct Professor: Student Life Skills/Project Renaissance Program First Year Experience Program

The Student Life Skills classes (SLS 0001 & SLS 1103) at Florida State College at Jacksonville provide the essential content needed for students to succeed for college and beyond. These courses have shown to significantly increase the academic success and retention of college students.

The Florida State College at Jacksonville SLS courses focus on: Learning styles, life and academic skills Developing a academic success plan Making the transition to college Goals and priorities Using technology to succeed Teamwork and decision-making Long-term planning for career, education and wellness

#### University of Phoenix Certified Adjunct Professor January 2008 - Present Facilitate Master level and Doctoral level Leadership and Business Management courses: Serve as Dissertation Committee Member/Adjunct Professor

#### August 98- December 2000

## Edward Waters CollegeFeb.02- Aug. 2012Adjunct Professor Business Administration/Organizational Management

Facilitated Undergraduate level courses: Human Capital Management Group and Team Dynamics Business Communications Group and Organizational Behavior Human Resource Management

#### ADDITIONAL RELEVANT CREDENTIALS

Department of Homeland Security/TWIC Credentials/Card Holder: Transportation Worker Identification Credentials

Currently Seeking Certifications in the following areas, offered by the Council of Supply Chain Management Professionals (CSCMP):

- Customer Service Operations
- Supply Chain Management Principles
- Transportation Operations
- Warehouse Operations

#### Professional References for Sabrina F. Edwards

Dr. Nancy Webster Executive Director of Articulation Florida State College at Jacksonville nancy.k.webster@fscj.edu (904) 632-3261

Dr. Jerry E. Fliger Associate Dean, Liberal Arts & Sciences Florida State College at Jacksonville 101 West State Street Jacksonville, FL 32202 (904) 633-8282 Jerry.Fliger@fscj.edu

Dr. Margarita Cabral-Maly South Campus President Florida State College at Jacksonville 101 West State Street Jacksonville, FL 32202 (904) 646-2005 <u>Margarita.Cabral-Maly@fscj.edu</u>

Dr. Johnson O. Akinleye Provost/Vice Chancellor North Carolina Central University (386) 627-1515 (910) 599-0631 johnson.akinleye@nccu.edu

Dr. David Marshall President International College of the Cayman Island (345) 947-1100 (345) 945-9486 (337) 377-9486 drmarshall@myicci.com Dr. Felecia Bridgewater Area Chair University of Phoenix (904) 333-2091 fabridge@bellsouth.net

Dr. Kisha C. Bryan 1904 Dartmouth St. #S4 College Station, Texas 7784 (904) 704-1543 kbryan@tamu.edu

Mr. Lindsey Barnette College Registrar 5916 Shadycrest Trail Dallas, Texas 75241 (972) 974-0574 Vgxgram1@gmail.com

Mrs. Michelle Kennedy Johnson Program Coordinator/Pathways Academy Charter High School Florida State College at Jacksonville (904) 382-2991 Michelekjohnson7@yahoo.com

Mrs. Charmayne Brown News Anchor Channel 7 Public Relations Consultant/CEO Rejoice Magazine 344 Rhapsody Lane Boling Springs, South Carolina (864) 494-2883 cbrown@rejoicemag.com

Mrs. R. Teri Little-Berry College of Central Florida Director of Enrollment Management (904) 234-0814 <u>Berryt@cf.edu</u>

### Program Outcomes Experiences as Student Support Services Program Director

#### NOTEWORTHY UNIT OUTCOMES AND/OR ACTIVITIES: Student Support Services Federal TRIO Program United States Department of Education

#### Lead, Inspire and Make a Difference!



- Received SSS Grant Continuation Award for the 2011-2012 Academic Year (USDOE) Total Grant Amount \$231,103.00
- Responsible for Commencement Activities
- Responsible for the Edward Waters College Attendance Policy
- Serve as the College Liaison for Federal GEAR UP (Partnership with Duval County Schools)
- Serve on the CAAP Committee (EWC Developmental Education Program)
- Received a total of \$3,000 as of September 14, 2011 from Wal-Mart Foundation/Local Community Contribution Grant (to assist with retention activities)
- Successfully completed and complied with the A-133 Audit conducted by Wesley Peachtree Group
- Appointed by the United States Department of the Interior to serve as Florida Commissioner for the Gullah Geechee Cultural Heritage Corridor. Opportunity to provide Edward Waters College students with African cultural activities (e.g. Underground Railroad Experience)

#### **Program Outcomes**

#### The Student Support Services/TRIO collaborated with the Office of Career Services to host the 2012 Graduate School Fair.



Kiara sits down with a representative from Jackson State University. Dr. Sabrina Edwards asked questions to assist Ms. Linwood with graduate school admission

Student Support Services/TRIO Student of the Year Retention Activity Initiative

On a monthly basis, staff maintains a record of services provided to each participant. Every time a student participates in any project he/she must complete a service contact form. Contact information is then entered into the BLUMEN database. The BLUMEN software allows staff to track student services, manage program objectives, maintain student eligibility ratios, send accurate Annual Performance Reports, and track alumni status.

Recently, Dr. Sabrina Edwards, Director of SSS, and Mr. Darryl Oliver, SSS' Math specialist, challenged participants to take charge of their own education by getting more involved in the program's services. Of 160 program participants, staff selected Contagious Davis as student of the year. Cortavious was selected because he proved to be the student who took charge of his own education. He had the most service contact hours than any other student.

In an interview with Cortavious on being selected as student of the year, he said the program has served him well. He also said he would tell entering freshmen to "Stay on top of assignments, stay motivated, join Trio. And, even though Edward Waters College is small, it has opportunities, for example, you can talk to your professors, you can get great internships and jobs."

When other students were spending their spare time in front of the Student Union Building having fun, Cortavious Davis was spending his time receiving professional one-on-one tutoring from Mr. Darryl Oliver. His efforts paid off. Cortavious Davis, a Psychology major who plans on becoming a school psychologist, received a flat screen television from Mr. Oliver, who unselfishly donated the prize to support academic accomplishments of SSS program participants.

Cortavious Davis accepts prize from Mr. Darryl Oliver for improvement in his academic accomplishments through TRIO's math tutoring program.



Student Support Services shares the importance of Community Service



Cortavious volunteers in the Soup Kitchen at the Simpson United Methodist Church

#### Supporting Student Scholarship's Serving as Board Member of the ILA 1408 Board of Director's

Since 1995, The ILA Local 1408 Scholarship Fund, Port of Jacksonville, Inc. has proudly awarded scholarships to over 600 deserving, qualified high school seniors and returning college students throughout the U.S.

As an outstanding organization in the Jacksonville community, ILA Local 1408 Scholarship Fund has not only established a 19 year history in assisting students achieve positive life changing dreams through tuition financial support, this year, we are making an even stronger commitment to support excellence in higher education by topping last year's breaking goal.

#### 2014-2015 BOARD OF DIRECTORS

- Charles F. Spencer Founding Chairman
- Aisha Eccleston JAXPORT
- Sabrina Edwards, PhD Edwards Waters College
- Sheran Fowler Accounting & Finance Strategies
- Tanya Guydos VP Florida Bank
- Anthony "Tony" Hill Federal Policy Director, City of Jacksonville (Former State Senator)
- Gerald Jones Certified Public Accountant
- **<u>Rick Jones</u>** Attorney
- Jadene King A2Z Business Solutions
- Erwin Lax JMA/ILA Fund Administrator
- <u>Roy Schleicher</u> EVP JAXPORT



#### **Proposal Writing Sample**

Task Force on Safety and Crime Reduction



#### Subcommittee for Mentoring

#### Subcommittee Members:

Dr. Sabrina Edwards, Chair Clifton Anderson Francois Brown Larry Cook Preston Harris Rob Mason Sean Mulholland

A Proposal Submitted to Jacksonville City Council

**Proposal:** Implement a City-Wide Mentoring Office that will include the hiring of a Director and (2) Case Managers that will be responsible for monitoring and ensuring that existing programs and activities throughout Jacksonville/Northeast Florida are adequately available.

The **Mission** of the City-Wide Mentoring Program for the City of Jacksonville is to leverage the combine resources of local mentoring programs, while retaining their identity and ensuring the accountability of program activities

Immediately Plan of Action to Implement the City-Wide Mentoring Office includes:

- Immediately release funds to support City-Wide Mentoring
- Hire a Director for City-Wide Mentoring/Liaison to the Mayor and 2 Case Managers to implement the citywide mentoring plan.
- Conduct an immediate press release to introduce the City-Wide Mentoring Office (Housed with Kids Hope Alliance with a reporting line to the Office of the Mayor.
- Recruit Mentors Immediately
- Aid the City-Wide Mentoring Office to implement the mentoring plan, as a measure/resource to reduce youth/juvenile crimes serving ages 10-18. With a

special program assisting ages 19-25, juvenile offenders, and establishing a specialized program for juvenile offenders.

- Collaborate with the Subcommittee's for Community/Family Engagement and Mental Health
- Using Program Development Funds (See Budget Narrative) to begin providing activities/ programs throughout Jacksonville.
- Coordinate City-Wide Annual Mentoring Recognition (Annually)
- Provide support/allow the development of partnerships with local business to serve as Advisory Council Members (Aiding in the mission to provide every child in enrolled into Duval County Schools a certified mentor).
- Focusing on programs involving business and community volunteers; programs that focus on our most needed populations; inventory of existing programs.

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What will the city-wide plan look like?	Province valence and wolfdameter av	Developt and replement reconcision plant
One Umbrella Concept		
The Director/Citywide Mentoring Office Responsibility:		
Leveraging the combine resources of local mentoring programs, while retaining their identity and accountability.	Director/Liaison for Citywide Mentoring	Haritty Martins and Morrors
Ensuring that every at risk child ages 10-17 are adequately paired with a certified mentor.		./
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#### Submitted by:

Dr. Sabrina F. Edwards Chair Task Force on Safety and Crime Reduction Subcommittee for Mentoring