

DATE: July 14, 2021

TO: City Clerk

FROM: City Representative Cissy Lizarraga

ADDRESS: 300 N. Campbell TELEPHONE 915-212-0008

Please place the following item on the (Check one): CONSENT XX REGULAR _____

Agenda for the Council Meeting of July 20, 2021

Item should read as follows: Appointment of Juan M. Adame to the Community Development Steering Committee

BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM

NAME OF BOARD/COMMITTEE/COMMISSION: Community Development Steering Committee

NOMINATED BY: Cissy Lizarraga DISTRICT: 8

NAME OF APPOINTEE Juan M. Adame
(Please verify correct spelling of name)

E-MAIL ADDRESS: _____

BUSINESS ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____ PHONE: _____

HOME ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____ PHONE: _____

DOES THE PROPOSED APPOINTEE HAVE A RELATIVE WORKING FOR THE CITY? YES: _____ NO X
IF SO, PLEASE PROVIDE HIS OR HER NAME, CITY POSITION AND RELATIONSHIP TO THE PROPOSED APPOINTEE: N/A

HAS APPOINTEE BEEN A MEMBER OF OTHER CITY BOARDS/COMMISSIONS/COMMITTEES? IF SO, PLEASE PROVIDE NAMES AND DATES: N/A

LIST ALL REAL ESTATE OWNED BY APPOINTEE IN EL PASO COUNTY (BY ADDRESS): None

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: Manuela Silva Rodriguez

EXPIRATION DATE OF INCUMBENT: 06/14/2022

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: _____
RESIGNED _____
REMOVED XX

DATE OF APPOINTMENT: July 20, 2021

TERM BEGINS ON : 07/20/2021

EXPIRATION DATE OF NEW APPOINTEE: 06/14/2022

PLEASE CHECK ONE OF THE FOLLOWING: 1st TERM: _____

2nd TERM: _____

UNEXPIRED TERM: XX

JUAN M. ADAME

EDUCATION:

Escuela Nacional de Directores Tecnico, Fed. Mex. De Futbol Cd. Juarez, Chih.
Fall 2019--Professional Soccer Coaching License

University of Texas at El Paso El Paso, Texas
Fall 2013--Currently pursuing a Bachelor of Science in Psychology.

El Paso Community College El Paso, Texas
Fall 2009--Associates of Arts

Extra Curricular Activities:

- Practice the art of Tai Chi
- Assistant Director in Segundo Barrio Futbol Club
- Member of the Psychology Club of El Paso Community College
- Member of the Bowie Alumni Inc.

EXPERIENCE:

EPISD Community Schools El Paso, Texas
Americorp VISTA Leader July 2019 to Present
Monitoring employees and providing support, setting goals for program performance, organizing workflow and ensuring employees understand duties, delegate tasks

EPISD Community Schools El Paso, Texas
Americorp VISTA Volunteer July 2018 to July 2019
Capacity building, community outreach, organizing and coordinating meetings, taking and distributing messages, create programs for the community

Instructional Media Services in EPCC El Paso, Texas
AV Assistant October 2011 to July 2018
Assist with the procurement, distribution and maintenance of audio visual materials; do related work as required.
Responsible for maintaining the office performing clerical work necessary

Student Technology Services in EPCC El Paso, Texas
Media Instructor September 2009 to October 2011
Operate movie projector, computers, video cassette recorder, television equipment, etc. and instructs others in the operation of such equipment

G. C. Services El Paso, Texas
Bill Collector January 2009 to May 2009

Made calls on the phone to collect money on customer accounts, received payments and provided adjustable plans of payments.

Jack in the Box

El Paso, Texas

Cashier

May 2008 to January 2009

Operate cash register, receives food orders, clean assigned areas, and provide customer service.

SKILLS & ABILITIES:

- Fluent Bilingual: English & Spanish
- Ability to follow instructions, highly motivated, fast learner and excellent team player skills.
- Computer proficient in Microsoft Office 2010- Word, Power Point, Internet, Excel
- Verbal & Written communication skills
- Organizational skills
- Public Speaking skills
- Interpersonal skills
- Problem Solving skills
- Time & priority management skills
- Leadership skills

Additional Information:

- United States Soccer Federation E License and National Youth License
- Awarded by STUCO the Bill Nader Award in 2020 for dedication to Bowie students
- Graduate in July 2021 with Professional National Coaching license