



George Latimer
County Executive

WHEREAS, a vacancy exists in the membership of the Westchester County Youth Board:

NOW, THEREFORE, I, George Latimer, County Executive of Westchester County, in accordance with the terms and provisions of the Westchester County Charter, appoint Joanna Jimenez, M.S.Ed, 1 Richfield Avenue, #3, Yonkers, New York as a member of the Westchester County Youth Board, for the term April 2, 2024 to December 31, 2026.

Given under my hand
and seal this 2nd day
of February, 2024.


George Latimer
County Executive

Office of the County Executive

Michaelian Office Building
148 Martine Avenue
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George Latimer
County Executive

April 2, 2024

Ms. Joanna Jimenez
1 Richfield Avenue #3
Yonkers, NY 10704

Dear Ms. Jimenez,

It is my pleasure to appoint you to serve as an At-Large member of the Westchester County Youth Board, effective today, Tuesday, April 2, 2024, This appointment is for a term to expire on December 31, 2026.

Your appointment is subject to confirmation by the Westchester County Board of Legislators, but your service begins immediately. You must complete the attached Oath of Office within 30 days, either by appearing at the County Clerk's office or mailing the signed and notarized form to our office.

When you have filed your Oath of Office, a Resolution to confirm your appointment will be submitted to the County Board of Legislators. As part of the confirmation process, you may be called before the Board to be interviewed. Please contact the Youth Bureau at (914) 995-2745, for the date, place, and time of the upcoming meeting for your participation.

Pursuant to Local Law, as a member of a Westchester County Board and/or Commission, you are responsible for adhering to the requirements of our Code of Ethics.

Warmest wishes for a successful tenure.

Very Truly Yours,

George Latimer
Westchester County Executive

GL/ts

cc: Honorable Board of Legislators
Dr. DaMia Harris-Madden, Executive Director, Youth Bureau
Joan McDonald, Director of Operations

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Joanna Jimenez M.S.Ed

• Yonkers, NY • 10704 • (914) 433-2833 • JEJI@YMAIL.COM

CAREER SUMMARY

To obtain a permanent position that will allow me to utilize my years of experience in youth and community development within a structured organization with the opportunity for career advancement.

PROFESSIONAL EXPERIENCE

The STEM Alliance

November 2022 – Present

Chief Client Experience Officer

Mamaroneck, NY

- Drive organizational technology strategy in alignment with KPI's and Grantor benchmarks
- Piloted regions first city wide digital equity initiative "The Y-zone" serving over 1k Yonkers residents
- Created a digital equity training guide to active the digital navigator model throughout the county
- Served as a state facilitator for the NYS Digital equity planning structure and listening sessions
- Support coordination and relationship management with all local, state and federal agency grantor partners
- Lead strategic initiatives and new opportunities including NYS ConnectALL signature grant programs
- Manage relationships and ensure effective communication with industry stakeholders

Girl Scouts

4/18-4/19

Director of Program

Pleasantville, NY

- Provide direct supervision to 11 staff inclusive of 3 Directors of camp, and a senior program manager
- Collaborate with COO on the development and implementation of strategic initiatives
- Monitor program compliance with all contractual and regulatory agreements
- Responsible for the successful coordination and implementation of new programs
- Oversee hiring and performance management process for all member program staff
- Sets and monitors department outcomes, while maintaining portfolio of 41 private & public grants
- Managed 2.2 million dollar program budget and allocated 3 department's operating costs
- Oversee program implementation to 25,000 members to increase member engagement
- Insured compliance of 3 camps within regulatory standards of Girl Scout safety activity check points, DOH, and accreditation of ACA in each respective county

Huntington Learning Center

11/16- 4/18

Managing Director

Bronx, NY

- Oversee the management of 26 NYS certified teachers and full- time staff
- Responsible for meeting or exceeding revenue and benchmarks of a 1.3 million dollars annually
- Acquired and process loans for applicants of qualified parents
- Provided monthly reports for analysis of revenue and quality indicators
- Developed academic plan tracking progress and effectiveness with interim assessments
- Developed comprehensive educational plan for skill development and exam preparation (regents, SHSAT)
- Developed relationships with schools, teacher and guidance department to represent the students of the center and develop educational plans specifically tailored to their deficiencies

Westchester Jewish Community Services**PCHP Program Coordinator Mount Vernon & White plains (Multi-site Supervisor)****12/ 2015- 11/16****Hartsdale, NY**

- Managed and oversee programming, staff and participants in two sites
- Supervised 7 staff and 30 participants including processing of 60 anecdotal notes weekly
- Coordinated home visiting schedules, staffing and logistics
- Ensured national curriculum is carried through with fidelity and succession
- Distributed and train staff weekly on Verbal interaction stimulus materials
- Conducted quarterly individual parent meetings with all program participants
- Assessed family structure protection factors and refer families for additional supports

CLUSTER Community Services**10/2011-7/2014****Director /CAPP Presenter****Yonkers, NY**

- Supervised and evaluate 17 program staff & 120 students in accordance with Office of Children and Family Services (OCFS) regulations, establishing staff goals monthly, and fostering development & growth
- Planned and coordinate all operational facets of program of NYS OCFS Advantage grant
- Monitored and approve program expenditures of 300K budget ensuring that allocations are not overspent
- Wrote quarterly and annual reports in compliance with funding requirements and deliverables
- Coordinated and conduct professional development training for staff in accordance with OCFS regulations
- Developed and maintain a detailed schedule including administrative tasks and quarterly objectives
- Developed and implement STEM/STEAM lessons in program curriculum
- Created and oversee implementation of curriculum inclusive of project based learning and common core
- Collaborated in the preparation of proposals for new streams of funding
- Utilizing the evidence-based curriculum Be proud, Be responsible to train SYEP participants
- Acted as a liaison between staff, SYEP program and SYEP participants in addition to mediating conflicts
- Plan, coordinate, and facilitate employment readiness training workshops
- Enter data into the program database including class attendance, progress notes, and work
- Represented organization at regional training

Westchester County Department of Health/ WestCOP**12/2004 – 2/2011****Peer Educator Trainer/ Health Educator****Mount Vernon, NY**

- Supervise, hire, and train cohorts of 15 youth workers utilizing social emotional learning model
- Trained youth utilizing evidence-based curriculum, on health related topics including pregnancy prevention
- Facilitate educational presentations to youth, parent groups, and youth service professionals
- Maintained psycho-social case histories of peer educators, tracking progression during enrollment
- Provide crisis intervention, counseling and advocacy assistance to individuals and families
- Referred youth to receive additional support services from partnering community agencies.

PROFESSIONAL AFFILIATIONS

Yonkers Community Action Program

Board of Directors Member

10/2013- 1/2019

CERTIFICATIONS: NYS LAST, NYS CST-Multi, NYS ATS-W**PUBLICATIONS** Masters' Thesis The impact of family structure on urban educational achievement**EDUCATION**

Lehman College-Bronx, NY Masters' Degree in Urban Childhood Education

6/2012

Monroe College-New Rochelle, NY Bachelors' Degree in Business Management

6/ 2008

