



FRANK WHITE, JR.
Jackson County Executive

EXECUTIVE ORDER NO. 19-26

**TO: MEMBERS OF THE LEGISLATURE
CLERK OF THE LEGISLATURE**

**FROM: FRANK WHITE, JR.
JACKSON COUNTY EXECUTIVE**

DATE: OCTOBER 10, 2019

**RE: APPOINTMENT TO THE COMMUNITY ACTION AGENCY OF
GREATER KANSAS CITY**

RECEIVED

OCT 10 2019

MARY JO SPINO
COUNTY CLERK

JHW
3:45pm

I hereby appoint Cathy I. Jackson as a Public Sector Director on the Board of Directors of the Community Action Agency of Greater Kansas City to serve as the representative of the Jackson County Executive for a term to expire October 17, 2023, to fill the vacancy occasioned by the resignation of Deidre M. Anderson. A copy of Ms. Jackson's resume is attached.


Frank White, Jr., County Executive

Date: 10/10/19

CATHY I. JACKSON

PHONE #: 816-213-7714

EMAIL ADDRESS: CATHYT.4500@GMAIL.COM

EDUCATION

Liberal Arts Degree – UMKC

2009

SUMMARY OF QUALIFICATIONS

- Proficiency in Microsoft Office Suite: Word, Excel, Power Point, Outlook and Social Media.
- Ten years plus experience in Management, and working with urban core communities in an effort to revitalize urban core areas.
- Experienced in organizational leadership and relationship building with clients and team members.
- Established and executed opportunities to work strategically with all urban housing groups; and
- A dynamic team leader who uses energy, enthusiasm and humor to motivate team members to achieve their potential and meet objectives.
- An organized manager and coach with the ability to quickly asses needs and provide tools that help to resolve difficulties and focuses on enhanced learning and performance improvement.

EMPLOYMENT HISTORY

Jackson County Court

Special Project Coordinator

May 2016 to Present

- Organize and manage office operations for the Rock Island Rail Corridor Authority.
- Working knowledge of department's policies and procedures.
- Prepare and maintain work schedule and department calendar.
- Provide support in the absence of the office team members including providing administrative support.
- Support the efforts and fund raising for Jackson County's Construction Futures project.
- Organize the scheduling of all community meetings with neighborhoods and constituent's pertaining to the Rock Island project.

**Black Economic Union of Greater Kansas City
Community Developer Project Manager**

August 2004 to May 2016

- Community advocate collecting and analyzing community affairs such as proposed legislation, the impact of new regulations on our neighborhoods and surrounding communities
- Established collaborations with community residents, leaders and co-workers.
- Representatives from the non-profit, corporate, philanthropic and public sectors.
- Promote domestic growth by coordinating job fairs, workshops designed to educate and equip participants to plan for homeownership, financial management, and job skill advancement to rebuild and strengthen local communities.
- Established and executed opportunities to work strategically with all urban housing groups.

Professional Placement Services

Senior Account Executive

March 2000 – July 2004

- Screened, interviewed and placed new hires on job assignments (temporary and direct hires) and successfully negotiated contracts while maintaining full production.
- Conducted salary compensation for new hires.
- Coordinated new hire employee orientation, college recruitment, and job fairs.
- Trained new hires.
- Planned and managed weekly team staff meetings.
- Supervised a staff of eight.
- Developed and managed recruitment strategies, processes to identify and attract qualified applicants for selection.
- Worked to maximize positive employee relations and minimize potential liabilities
- Created an applicant tracking system.

VOLUNTEER EXPERIENCE

R.U.B.I.E.S. Inc.	Kansas City, Missouri
Newhouse Women's Shelter	Kansas City, Missouri
Girl Scouts of America	Kansas City, Missouri
W.E.B Dubois Learning Center	Kansas City, Missouri
Know Joey Foundation	Kansas City, Missouri
Ronald McDonald House	Kansas City, Missouri

CERTIFICATIONS

**Certified Trainer of Trainers
Washington DC**

Certified Trainer of Foreclosure

**Certified R.E.A.C.H. Trainer
Multicultural Leadership Development Institute**

Neighborhood Works,

**Neighborhood Works
Dallas, Texas**

**Kansas City, Missouri
Urban League, KCMO**