

# OHIO CITY INCORPORATED BOARD OF TRUSTEES APPLICATION

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## CANDIDATE INFORMATION

<b>Name:</b> Andy Trares	
<b>Ohio City Incorporated Membership:</b>	<input checked="" type="checkbox"/> I am currently a Resident Member in-good-standing
<b>Length of Ohio City residency:</b>	3 years

## EXPERIENCE & PROFESSIONAL EXPERTISE

<input type="checkbox"/> Accounting	<input type="checkbox"/> Developer/Builder	<input type="checkbox"/> Human Resources
<input type="checkbox"/> Bilingual	<input type="checkbox"/> Education	<input type="checkbox"/> Legal
<input type="checkbox"/> Community Activist	<input type="checkbox"/> Finance/Lending	<input type="checkbox"/> Marketing
<input checked="" type="checkbox"/> Community Connections	<input checked="" type="checkbox"/> Fundraising	<input checked="" type="checkbox"/> Outreach
<input type="checkbox"/> Construction Contractor	<input checked="" type="checkbox"/> Grant Writing	<input type="checkbox"/> Real Estate
<input type="checkbox"/> Design/Architecture	<input type="checkbox"/> Historic Preservation	<input checked="" type="checkbox"/> Strategic Planning

## PERSONAL STATEMENT

### 1) Why do you wish to serve on the Ohio City Incorporated Board of Trustees?

As a resident and young professional working in the neighborhood, I wish to serve on the OCI Board of Trustees to bring the perspectives of young professional residents and of residents who live and work in the neighborhood to the table. I first became acquainted with Ohio City through volunteer opportunities 10 years ago; right away I was impressed with the beauty and history of the neighborhood. Through the people that I met I was able to learn more about the neighborhood and its sense of community. Seeing the vibrancy and diversity taking place in the neighborhood, I became a homeowner three years ago to continue to deepen my commitment, involvement, and participation.

As a board member of OCI, I would utilize my personal perspective as a young professional and as a resident who lives and works here; in addition, as the Deputy Director of the May Dugan Center (MDC), I would bring a social service perspective and could balance an understanding of the socio-economic make-up of the neighborhood and its continued opportunities for community building and economic growth.

### 2) Please describe your experience in the areas checked in Part 2. Include any special achievements and/or experiences that you feel would enhance the organization.

Fundraising and Grant Writing: As a member of the management team of MDC, I've assisted with the planning and implementation of fundraisers of varying sizes including MDC's Annual Tree Lighting Ceremony and Irish Roots Event. I have also gained experience in writing foundation grants and government proposals for MDC's Food Distribution, Counseling and Education Programs.

Strategic Planning: Along with the whole MDC team, I was very involved in the department of the current Strategic Plan for the May Dugan Center and am currently involved in ensuring its implementation and goal completion. As a Board Member of Lake Erie Ink I am also currently a member of the ad hoc strategic planning committee. In addition, I've facilitated strategic conversations for the Young Professional Boards of Lake Erie Ink and MDC, leading to the formation of statements of purpose and governance documents.

Community Connections and Outreach: As a resident who also works in the neighborhood, I've developed relationships with many people from very diverse backgrounds particularly young professionals and lower-income residents of the neighborhood.

### **3) Describe your involvement in Ohio City neighborhood organizations or Ohio City Incorporated sponsored committees, projects, or block clubs.**

For almost 10 years, I have been a volunteer at the Cleveland Catholic Worker Storefront, currently my involvement includes volunteering every Wednesday evening with "Movie Night" and "Game Night" for low-income residents to relax and build community. I am also a member of the leadership team of the volunteer-run Lake Effect Free Alternative Health Clinic and a member of the Development Committee of Ohio-City based InterReligious Task Force on Central America (IRTF).

I represented the May Dugan Center at the Ohio City Street Festival in September 2015, which along with the other non-profits of the neighborhood, highlighted the important work being done for members of the community in need. I have also been involved with the Ohio City Non-Profit Dialogues, attending the Happy Hour Speaker Series on various issues related to strengthening non-profits as well as attending the OC Human Services Meeting. My experience working as Deputy Director at the May Dugan Center has enabled me to get to know the neighborhood, the residents and stakeholders in an invaluable way which would be an asset to the OCI Board of Trustees.

### **4) Describe your involvement in non-Ohio City neighborhood organizations/activities.**

Lake Erie Ink: Board Member, Finance Committee Member, Co-Chair Young Professional Board. As co-chair of the young professional board, I serve as a member of the Board of the Directors and the liaison between the two Boards. I'm also a member of the finance committee and bring experience with non-profit budgeting and planning.

LGBT Solidarity Committee: This group was formed in 2013 to bring LGBT athletes from Latin America to Cleveland for the Gay Games. As a member of the committee, I participated in the fundraising and logistical efforts for the 17 athletes. Currently, the committee is planning a delegation to El Salvador to learn about LGBT issues and reconnect with the athletes who visited Cleveland.

# Andrew Trares

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## Work Experience

### **May Dugan Center** *Cleveland, OH*

*Deputy Director*

July 2015-Present

*Executive Assistant*

April 2013-June 2015

- Works closely with Executive Director in the management of the organization
- Responsibilities include:
  - Coordination of the Food and Clothing Distribution Program
  - Coordination of the Health and Wellness Initiative
  - Manager of Front Desk, Referrals & Intake Services
  - Direct supervision of 6 staff members and volunteers
  - Special Event Planning, Foundation and Government grant writing
  - Financial and Accreditation support, specifically compliance and financial projections
  - Develop and Implement fee-for-service business Plan
  - Strategic Plan implementation and compliance
  - Oversee building management of the May Dugan Center
  - Technology Liaison between IT provider and May Dugan Center
  - Staff support for the Board of Directors

*Receptionist*

Nov 2011-March 2013

- Provided office support to the agency and assisted with various projects and programs as needed. Developed and maintained referrals for initial client screenings

### **InterReligious Task Force on Central America** *Cleveland, OH*

Nov 2012-Dec 2013

*Program Associate*

- Organizer around issues economic and social justice for the people of Central America. Coordinated annual programs such as the Social Justice Teach-In as well other educational programs and events

### **Southwest Youth Collaborative;**

#### **Trio Program: Educational Talent Search** *Chicago, IL*

Oct 2010-June 2011

*Post Secondary Assistant and AVID Tutor*

- Counseled high school students about their post-secondary options including the college admission process, financial aid and career goals in a one-on-one setting
- Facilitated peer group tutoring among high school students in core subjects, provided direct tutoring for complicated subjects and developed study skills and career workshops

## Education

### **John Carroll University** *University Heights, OH*

Bachelors in Arts in Sociology, May 2010

Cumulative GPA: 3.3

### **St. John's Jesuit High School** *Toledo, OH*

Graduated May 2006

National Honors Society, Recipient of "Spirit of St. John's Award"

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## Other Activities

**Lake Erie Ink** *Cleveland Heights and Cleveland, OH* Jan 2014-Present  
*Member, Board of Directors*

*Young Professional Board, Co-Chair*

- Board Member for the Lake Erie Ink (A writing space for youth) focusing on enhancing Young Professional's involvement with the mission of the organization
- Facilitated the YP Board's development of a statement of purpose and bylaws
- Member of Finance Committee and Strategic Plan Committee

**Inter-Religious Task Force on Central America** *Cleveland, OH* Jan 2014-Present  
*Development Committee Member*

- Committee Member specifically focusing on new areas of fundraising, including online campaigns and engaging younger donors in the work of IRTE

**LGBT Solidarity Committee** *Cleveland, OH* April 2013-Present  
*Committee Member*

- With the committee, organized fundraising efforts to bring LGBT athletes from Latin America to Cleveland for the Gay Games in August of 2014
- Working with the other organizers to develop a delegation to El Salvador in 2015 to highlight LGBT issues and reconnect with the LGBT athletes who visited Cleveland

## Volunteer Experience

**Catholic Worker Storefront** *Cleveland, OH* 2006-present  
*Volunteer*

- Working once a week at a soup kitchen preparing and serving food to the homeless and low-income guests of the Storefront