



Chartered 1708

Office of the Mayor
Gavin Buckley, Mayor
160 Duke of Gloucester Street
Annapolis, MD 21401-2517

June 19, 2019

To: Alderpersons, City of Annapolis

From: Mayor Gavin Buckley

Re: Transportation Board appointment

Pending your approval, I would like to appoint Ms. Lauren Hunter to the Transportation Board. Ms. Hunter is a resident of Ward 3 and this appointment fills a vacancy on the commission.

Lauren Hunter
1 Isaacs Street
Annapolis MD 21401

A copy of her resume is attached.

Thank You.

GB/hrr

Reviewed by: <u>Transportation Committee</u>	
<input type="checkbox"/> Favorable	<input type="checkbox"/> Unfavorable
_____	_____
Committee Chair	Date



1 Isaac Street, Annapolis, Maryland, 21401 | 410.772.4592 |

laurenhuntersocial@gmail.com

Summary

Experienced in social media management, blog content writing, email marketing, and customer support for startups and small businesses. *Background* in innovative education for learners of all abilities within elementary through high school settings and team management. *Comfortable* with startup operations and fast-paced environments. *Pursuing strengths in* SEO, coding, and photography.

Perfête / Engagement Manager

MAY 2019 - PRESENT, REMOTE

Editorial, content and shop curation that is on-brand, images for articles, and SEO

: *Strengths* : *Wordpress, Slack, SEO*

Self-Employed, Freelance / Social Media and Email Marketing, Blog Content Writing for Small Businesses

MAY 2018 - PRESENT, ANNAPOLIS

Freelance contractor for small businesses requiring social media management, blog content, and email marketing. Projects include: Building Better People Productions for contracted email marketing campaigns and Sarah & Dave Photography for social media management and blog posts.

: *Strengths* : *Wordpress, Hootsuite, MailChimp, Facebook, Instagram, Yoast, Customer Support, Analytics*

Self-Employed / Landlord

SEPTEMBER 2014 - JANUARY 2018, BOULDER

Manager of short and long term rentals, both remotely and on-location in Boulder, Colorado. Managed all aspects of business, including maintenance, customer support, and financial aspects. Established professional support team of advisors and technicians.

: *Strengths* : *Bookkeeping, Billing, Customer Support*

Manifest Community / Co-Founder

JUNE 2013 - JANUARY 2015, BOULDER

Co-founder of web-based platform connecting volunteers and non-governmental organizations. Managed all operations, marketing, financial, and website design. Collaborated with design team on branding and logo.

: *Strengths* : *Website design, Branding, Operations, Bookkeeping*

Vayable / Consultant

SEPTEMBER 2013 - FEBRUARY 2014, SAN FRANCISCO

Freelance contractor for social media management, email marketing, customer service, and sales for web-based peer-to-peer travel experience marketplace. Managed all customer support, social media, email. Updated

Wilkes University / Master's of Science, near completion
2011 - 2012, PENNSYLVANIA
Program of Study: Instructional Media

Gardner-Webb University / Bachelor's of Arts
2001 - 2005, NORTH CAROLINA
Program of Study: French, Minor: Education

Other / Additional education
2007-Present, ON LOCATION
NGO, Accounting, Legal, Business Strategy and Organization, and Marketing
seminars, webinars, and workshops. I regularly listen to podcasts about SEO.

Special Education K-12

2010 - 2015, MARYLAND STATE DEPARTMENT OF EDUCATION

French Education K-12

2005 - 2015, MARYLAND STATE DEPARTMENT OF EDUCATION

Professional Crisis Management

2008 - 2012, PROFESSIONAL CRISIS MANAGEMENT ASSOCIATION

French Education K-12

2005 - 2008, NORTH CAROLINA DEPARTMENT OF PUBLIC INSTRUCTION



References

Sarah Mitchell, Owner of Sarah & Dave Photography

sarah@sknowphoto.com | 703.304.7203

Lynne Childress, Owner of Building Better People Productions

lynne@bbpproductions.com | 240.475.1908

Lindsay Turwy, Administrative Staff at Kennedy Krieger High School

lturwy@kennedykrieger.org | 443.676.0364