



Mayor of Providence

Jorge O. Elorza

April 1, 2021

Honorable Members
Providence City Hall
City Hall

Dear Honorable Members:

Pursuant to Sections 302(b) and 415 of the Providence Home Rule Charter of 1980, as amended and Public Law, Chapter 45-50, Sections 1 through 31 passed in 1987, I am this day appointing Jennifer Steinfeld of 47 Biltmore Ave Providence, Ri 02908, as a member of the Salary Review Commission, for a term to expire January 1, 2023, and respectfully submit the same for your approval. Ms. Steinfeld replaces Mr. Bliss who has resigned.

Sincerely,

Jorge O. Elorza
Mayor

IN CITY COUNCIL
APR 15 2021

READ
WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED AND APPROVED

CLERK

Professional Experience and Successes

National League of Cities, Washington, DC

Director of Entrepreneurship and Economic Development, Feb. 2020-Present

Provide leadership for national technical assistance programs for municipalities invested in inclusive economies and local democracy. Respond quickly to COVID-19 by scaffolding peer learning opportunities, crisis management, and technical assistance for local governments to access federal resources. Design and realign organizational resources to support racial equity pivot with cross-departmental partnerships on economic mobility, workforce development, entrepreneurship and economic development. Member of Senior Management Team and Racial Equity Task Force, with a focus on Talent Management.

City of Providence, Providence, RI

Director of Strategic Partnerships and Economic Opportunity, Sept. 2018-Feb. 2020

Provided strategy and leadership for municipal collaborative of 8 institutions investing in collective impact to make Providence a community of choice. Managed relationship with the Port of Providence, including renegotiation of long-term property lease and management contract. Oversaw turnaround operations of the Office of Economic Opportunity, with a mission of expanding meaningful career and employment options for low income, unemployed, and young residents through a racial justice and economic equity lens. Managed restructuring, stewarded competitive grants, and implemented new strategic direction and improved compliance in the public workforce system.

Brown University Swearer Center for Public Service, Providence, RI

Social Innovation and Student Development Manager, Dec. 2016-Sept. 2018

Developed and delivered year-long cocurricular fellowship programming to support students exploring innovative ideas to address social challenges through community-based research, design thinking, and asset-based community development. Integrated mindfulness and student development theory to develop and support center-wide Reflective Practice Framework. Conducted original research and literature reviews of social innovation and diversity and inclusion practices. Participated in Diversity and Inclusion Action Group, and supported D&I Student Advisory Group.

Rhode Island Racial Justice Coalition, Providence, RI

Coordination and Facilitation Consultant, April 2016-December 2016

Provided strategic and management support to newly formed coalition seeking to address root causes of racial disparities in employment, wages, and incomes. Conducted research into best practices for racial equity; developed policy and strategic priorities; provided infrastructure and communications across 10 organization steering committee; addressed conflicts and priority differences to develop shared approaches.

Women's Fund of Rhode Island, Providence, RI

Transitional Executive Director, January 2015-April 2016

Strategic Consultant, April 2016-July 2016

Succeeded founding director with crisis management plan to realign budget to capacity, support board reconstitution, and develop strategic plan. Successful stewardship of legislative agenda including increase to state minimum wage, earned income tax credit, and inclusion of pregnancy as a protected class in state fair employment law. Fiscal turnaround from multi-year deficit to sustainable surplus within 10 months.

Jorge Elorza for Mayor, Providence, RI

Senior Advisor for Field Operations, September-November 2014

Developed and implemented operational plan for citywide election, including voter targeting and outreach, messaging, direct mail, and voter turnout. Supervised 7 field staff and hundreds of volunteers to secure 52% of votes cast in a competitive three-way election.

YMCA of Greater Providence, Providence, RI

Director of Program Development and Grants, January 2012-September 2014

Jenn Steinfeld

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Developed strategic program expansion, evaluation, and financing plan for chronic disease and education programs. Oversaw development of program logic models and implementation plans, performance management tools and outcome reporting, and strategic priorities for competitive grants. Launched Advocacy Learning Circle to increase organizational capacity for public policy engagement. Raised in excess of \$500,000 annually in new grant funds with total portfolio management of \$1.8M.

Providence Public School Department, Providence, RI

Director of Development and Community Partnerships, December 2011-January 2012

Grant Writer, November 2008-December 2011

Revived Development Office through community engagement, policy and strategy development, and direct donor relationship development. Liaison between PPSD departments, community partners and the public to ensure aligned priorities, shared accountability, and adherence to goals and objectives. Delivered grant writing workshops for school staff; provided support and oversight on all school-based grant proposals. Generated nearly \$1M annually through grants, sponsorships, and public-private partnerships. Member of the successful \$75M Race to the Top proposal development team.

Marriage Equality Rhode Island, Cranston, RI

Board Member, August 2008- August 2013

Campaign Director, November 2003-August 2008

Directed all aspects of successful statewide advocacy effort to secure equal marriage access for same-sex couples. Recruited community leaders as advocates and directed strategic planning overhaul to ensure successful benchmarking and measurable advocacy outcomes. Developed policy agenda, legislation, and organizing plan. Initiated board and major donor development and stewardship plan, developed and strengthened collaborative relationships with funders, legislators, community leaders, and allies.

Drug and Alcohol Treatment Association of Rhode Island, Providence, RI

Project REACH Coordinator, August 2004-December 2006

Coordinated all aspects of statewide technical assistance and training program for HIV prevention professionals. Major responsibilities included promoting and publicizing services, conducting needs assessments, coordinating a dynamic and relevant classroom training program, and offering individual technical assistance on program design and development, program implementation, personnel management, fiscal management, and strategic planning. Tripled course registrations in two years.

Attorney General's Youth Violence Prevention Partnership, Providence, RI

Nonviolence Institute Director of Development and Programs, July 2003-July 2004

Community Mediation and Youth Services Coordinator, July 2002-June 2003

Founding partner in developing a city-wide multi agency primary prevention program for youth violence. Coordinated school-based peer mediation program at three Providence public schools; developed curriculum and implemented training program for youth self-management and conflict resolution.

Youth Pride Inc., Providence, RI

Street Health Initiative Coordinator and Outreach Worker, 1999-2002

Strengthened collaboration between LGBTQ youth center and state's largest AIDS service organization. Developed high-quality 30-hour training curriculum on HIV prevention, substance use, commercial sex work, homelessness, and other related issues affecting HIV and STD risk. Organized and facilitated a statewide coalition of HIV-prevention program directors.

Education and Training

Lesley University, Cambridge, MA: Master of Arts, Mindfulness Studies. Course work included restorative and transformative justice, mindful education, interpersonal communications, and adaptive leadership.

Boston University Questrom School of Business, Boston, MA: Certificate, Nonprofit Management and Leadership. Coursework included fiscal management and communications, supervision and management,

change management, and fund development.

Brown University, Providence, RI: BA, Human Biology, Brain, and Behavior.

Selected Community Involvement

United States Commission on Civil Rights State Advisory Committee Chair: September 2016-Present

Capital Good Fund Board Member: December 2015-Present

Rhode Island Master Gardener, 2013-Present

Southside Community Land Trust Beginning Organic Gardening Instructor, 2010-Present

Urban Greens Food Cooperative Fund Development Committee, 2014-2016

Rhode Island ACLU: Board Member, 2008-2014 **Secretary,** 2009-2014

Equity Action LGBTQ Field of Interest Fund Advisory Council Member, 2004-2007

Select Publications and Presentations

Original Research and Writing:

Addressing Racial Wealth Gaps through Entrepreneurship, panel presentation with the African American Mayors Association, September 2020

Mindful Practices to Interrupt White Supremacy in Service Learning Education, published with Melissa Jean, *The Journal of Contemplative Inquiry*, Vol 6, 2020

The New Mobility: Cities of the Future. Panel presentation at InfraDay East, May 2019

Alternative Epistemologies for Engagement with Community: How to do our work with our communities, and not solely for our communities: Eastern Regional Conference of Campus Compact, March 2019

Mindful Practices to Interrupt White Supremacy in Higher Education: Opportunities for Educators in Service Learning and Community Engagement (Masters thesis), December 2018

The Mindful Changemaker: AshokaU Exchange Conference, Boston, MA, April 2018

Gender Equity in the Workplace: A Toolkit for Making it Work in Small Businesses, April 2016

Women's Policy Institute Training Manual, September 2015

More Women Must Hold Power, Providence Journal Op-Ed, August 29, 2015

Advisory and Editorial:

The State of Black Families in Rhode Island: Left Behind but Making Strides, May 2017

The Status of Working Women in Rhode Island, January 2017

Awards and Recognition

Julie Pell Empowerment Award for Social Change and Civic Engagement, 2010

Rhode Island Monthly Person to Watch, 2006