



Mayor of Providence

Angel Taveras

January 13, 2012

Honorable Members  
Providence City Council  
City Hall

Dear Honorable Members:

Pursuant to Sections 302(b) and 1102 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 Delia Rodriguez-Masjoan, of 80 Waller Avenue, Providence, RI 02908, as a member of the Board of Licenses for a term ending on January 31, 2015, and respectfully submit the same for approval.

Ms. Rodriguez-Masjoan will replace Allene R. Maynard, whose term has expired. Thank you for your attention to this matter.

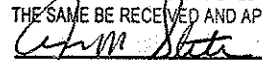
Sincerely,



Angel Taveras  
Mayor

AT/gc

IN CITY COUNCIL  
FEB 02 2012

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

# **Delia C. Rodriguez-Masjoan, MPA**

80 Waller Street, Providence, RI 02908 ~ (401) 290-8170 ~ [dcrodmas@gmail.com](mailto:dcrodmas@gmail.com)

## **SUMMARY OF QUALIFICATIONS**

- Bilingual in Spanish and English
- Outstanding leadership and organizational skills
- Broad multi-cultural experience
- Development of cooperative relationships
- Public relations, fundraising, and media
- Strong communication skills (written and oral)
- Able to work independently and as part of a team
- Government administration, non-profit management
- Budget planning, administration and reporting
- Program development and management
- Federal and state grant management
- Volunteer Management
- Negotiating Skills
- Conflict Resolution

## **EDUCATION**

**RWU Law School**, Bristol, RI ~ Classes taken in Law ~ 1L

**University of Rhode Island**, Providence, RI, MPA

**Rhode Island College**, Providence, RI, Bachelors of Art ~ Major Spanish

**Rhode Island College**, Providence, RI ~ Certificate Nonprofit Management

## **PROFESSIONAL EXPERIENCE**

**Paul Cuffee School**, Providence, RI

2011

Grants and Partnership Director for Enrichment Program

- Responsible for grants, partnerships, and fiscal sustainability of the 21<sup>st</sup> Century Community Learning Center Enrichment Programs at the school.
- Ensure that goals and the objectives of grants are met, including program delivery and completion of all required applications, reports and program evaluation requirements.
- Provide leadership and coordination to program staff, community partners, and volunteers and the 21<sup>st</sup> Century Advisory Board and Management Team.
- Manage coordination and stewardship of community partnerships, program design, leverage resources and develop diverse funding sources.

**Rhode Island College, Nonprofit Certificate Program**, Providence, RI

2011-Present

Instructor

- Teach on topics related to nonprofit management such as history of nonprofits, organizational development and administration as well as grant writing, fund development and direct solicitation.
- Other nonprofit management topics include program planning, development, management, and evaluation as well as data collection, analysis, policy and advocacy.
- Special topics include Multicultural training, multilingual communication strategies, developing partnerships with nontraditional groups and organizations.
- Emphasis on real life experience, knowledge, skills and abilities are shared to create hands on learning opportunities for students.

**Consultant, Providence, RI**

*2008-Present*

- Develop innovative communication strategies, policy, advocacy, as well as ethnic and social media.
- Manage diverse community relations, program management, training & development as well as organize events & conferences, provide public relations and interpreting and translating services.
- Assist organizations with strategic planning, fund development, program development, management and program evaluation.

**WPMZ -PODER 1110 AM Spanish Radio, Providence, RI**

*1997-Present*

**Talk Show Host/Producer**

- Host and Produce two weekly Spanish Radio Community Education Programs.
- One program is created to inform and educate the Latino community in Southeastern New England on topics of Health, Education, Art, Culture, Entertainment, Politics, Government, Higher Education, Workers Rights, etc.
- The second program answers callers' questions about immigration laws, the process and procedures for navigating the immigration system.

**College Planning Center/Latino College Access Coalition, RI**

*2009-2011*

**Bilingual Education Counselor**

- Develop, implement and evaluate a program to increase college access services to Latinos and minority students in Rhode Island.
- Created Latino College Access Coalition. Wrote and received funding for over \$100k first year.
- Identify best practices to promote the preparation, enrollment, retention, and degree completion of diverse student populations.
- Arrange presentation and translate materials, in to Spanish.
- Develop and manage financial resources, including grant writing, fundraising and revenue generation for program sustainability.

**Law Office of Aponte Cardona and Associates, LLC, Central Falls, RI**

*Summer 2007*

**Legal Assistant**

- Assisted with client management, through initial intake process, case management and follow-up communication. Arranged meetings, prepared cases for court, interpreted and translated for clients. Assisted attorney with marketing and promotion of services offered.

**RI Department of Elderly Affairs, Cranston, RI**

*2002-2007*

**Coordinator for Center on Diversity**

- Appointed Acting Director of the Senior Health Insurance Program in April 2005. Managed state and federal grants, programs and budget. Wrote grants as well as RFPs to fund community organizations. Recommended resources to improve programs serving culturally diverse elder populations.
- Provided resources to support community based agencies to develop cross-cultural and linguistically techniques for reaching and serving the minority community. Helped develop multicultural and multilingual educational campaign. Assisted in developing educational and promotional material. Prepared materials, and translated documents for Spanish speaking community. Organized and participated in media events, press conferences, and media interviews.

**US Census Bureau, Boston Regional Office -"CENSUS 2000"**

*1999-2000*

**Partnership Specialist**

- Built partnerships with businesses, corporations, small businesses, schools, colleges, community organizations, religious groups, associations, as well as state and local government.
- Handled public relations and public speaking for the Census Bureau in the State of Rhode Island. Provided outreach, promotion and education of Census 2000 promotional activities and goals.
- Organized and participated in media events, press conferences, and media interviews. Kept partners abreast of ongoing developments of census operations.

**Joslin Community Center, Providence, RI**

1997-1999

Executive Director

- Administered day to day operation of Community Development Agency serving the Olneyville-Manton-Joslin neighborhoods of Providence.

**RI Department of Human Services, Providence, RI**

Summer 1997

Community Relations Assistant

- Support outreach team on TANF & FIA. Worked in collaboration with CBOs on citizenship initiative.

**The National Conference, Providence, RI**

1997

Consultant, Diversity Trainer and Administrative Assistant

- Provided Diversity training to groups, businesses, schools and organizations. Served as consultant on Latino issues. Assisted with day to day operations.

**International Institute of RI, Providence, RI**

1989-1996

Community Legal Education Coordinator

Citizenship Initiative Coordinator ~ Accredited by Board of Immigration Appeals C.F.R.292.2(a)

1995-1996

- Coordinated outreach activities related to keeping community abreast of immigration issues.
- Managed Citizenship Initiative Program (CIP) through an intensive state wide campaign designed to educate the community in the importance of becoming a U.S. Citizen.

Legal Immigration Caseworker

1989-1995

- Assisted and counseled clients on immigration and naturalization and naturalization law.
- Represented clients before INS. Prepared applications for INS.

**TEACHING EXPERIENCE**

**Private Tutor, Providence, RI**

2007- Present

ESL & Citizenship Instructor

**Institute for Labor Studies and Research, Cranston, RI**

1994-1997

Spanish Teacher

**International Institute of RI, Providence, RI**

1993-1996

ESL Facilitator (Substitute)

**COMMUNITY SERVICES & VOLUNTEER ACTIVITIES**

**Developing & Empowering Latinos In America, Inc., Providence, RI, Volunteer Director**

2001-Present

- Helped create a non-profit organization that provides education, information and services to the Latino and immigrant community in Rhode Island. The organization specializes in immigration & citizenship law through community education, individual counseling and case preparation. Applying for BIA Accreditation

**Providence en Español, Providence, RI, Columnist**

2003- 2006

- Wrote weekly column in Spanish on immigration and social issues impacting the Latino community.

**Extraordinary Woman Award, Providence, RI**

2002- Present

- Assist coordinating recognition of outstanding women.

**ISA, (Immigrant Students in Action), Providence, RI**

2004- Present

- Advise group on strategies to develop organization. Assist w/ fund development, strategic plan, & training.

**RILCF (Rhode Island Latino Civic Fund), Providence, RI**

2003 - 2004

Founded the Latina Leadership Institute. Led curriculum development, fund development, recruitment.

## **BOARDS & COMMISSIONS**

- **ProCap**, Board Member, (2011)
- **Providence School Board Nominating Commission**, Commission Chair (2009-2011)
- **Rhode Island Redistricting Commission**, Commission Member (2011)
- **Center for Hispanic Policy & Advocacy CHisPA**, Board Member (2011)
- **Veteran's Memorial Auditorium Fund**, Board Member (2011)
- **RI Foundation Patty and Melvin Alperin First Generation Scholarship**, Advisory Member (2011)
- **BetterProvidence**, Advisory Member (2011)
- **International Charter School**, Board Member (2007-2009)
- **United Way of SENE**, Board Member Providence, RI (2006-2009)
- **Candidate for Secretary of State Guillaume de Ramel**, Treasurer (2006)
- **Governor's Hispanic Commission**, Member (2004-2005)
- **MIDC**, Minority Investment Development Corporation, (2003-2004)
- **ASPA**, American Society for Public Administration, Member (2002-2003)
- **John Hope Settlement House**, Providence, RI (2002-2005)
- **RI Board of Nurse Registration**, Providence, RI (2002-2003)
- **Coalition for Immigrants and Refugees** ~ Member (2003-2004)
- **Rotary Club of Providence**, Member (2000-2003)
- **Rotary Club of Providence**, Team Leader for five week Cultural Exchange to Argentina (2000-2002)
- **NCCJ**, Formerly National Council for Community and Justice, Board Member, Providence, RI (1997-2001)
- **Multicultural Advisory Council for the Rhode Island National Guard**, Rhode Island, (1998-2001)
- **Public Education Fund**, Providence, RI (1999-2000)
- **CHisPA**, Center for Hispanic Policy and Advocacy, Providence, RI (1995-1998)
- **Black Heritage Society** ~ Providence, RI (1998)
- **RILAW**, Rhode Island Latin American Women~ (1995-1998)
- **LCA**, Latinos for Community Advancement, Providence (1997-1998)

## **SELECTED PRESENTATIONS**

- **College Planning Center/Latino College Access Coalition**, College Access & Financial Aid 2009-Pret
- **Providence School Department**, Summer Graduating Class of 2010, Key Note Speaker
- **ARAMARK**, Scholarship Award Event, 2001 Key Note Speaker
- **Extraordinary Woman Award**, Mistress of Ceremony 2000-2010
- **D.E.L.I.A., Inc & ONA**, Know your rights, 2008
- **The Nancy Gewirtz Symposium**, The Faces of the Undocumented, RIC 2008
- **Medicare Part D**, Presentation on Medicare Part D through out Rhode Island 2005
- **Latina Leadership Institute**, Presenter on Leadership, Diversity and Civic Participation, 2003-2004
- **Census 2000**, "Because You Count", March 2000. Hosted one hour Talk show on Cox Communications, Providence, RI 2000
- **The Media Road Less Traveled**, Utilizing non-traditional media, Pawtucket, RI 2000
- **CENSUS 2000**, Dominican American Round Table, Providence, RI May 1999
- **Racism & Law Enforcement**, Slave Regina University, Newport, RI August 1998
- **Citizenship Strategies for new Americans**, MONA, Baltimore, MD 1996
- **Creating Change: New Perspective on Ending Domestic Abuse**, presented by the New Federal Protection for Battered Immigrant Women Provision of the Violence Against Women Act, RICADV, Providence, RI 1995
- **Borders Within the Latino Community**, Rhode Island College, Department of Education, 1995
- **Immigrant Victims of Domestic Violence**, Worcester, MA, 1995
- **"Por que soy Mujer" Conference**, facilitator, LULAC, Providence, RI 1995
- **Domestic Abuse: A Challenge to the Media and the Courts**, The Women's Center, Providence, RI 1993

## **SELECTED TRAININGS AND CONFERENCES**

- **RIASFFA**, Financial Aid, FAFSA, 2010
- **RISLA**, Financial Literacy & Financing your college education 2009 & 2010
- **Women's Fund of RI, Women's Policy Institute**, Policy Fellow 2008 -2009
- **Senior Health Insurance Program**, Program management, new developments 2005, 2006
- **Medicare Part D**, New Prescription Drug Program, 2005, 2006
- **CENSUS 2000**, Media Training, Negotiation, Diversity 1999
- **D.O.M.I.** RI National Guard, Diversity and EEO Training 1999
- **Immigrants & Welfare Reform**, NILC, Washington D.C. January 1998
- **Citizenship and Disabled Immigrants**, IIRI, Providence, RI 1997
- **Immigration Reform**, Massachusetts Immigration Law Center, Boston, MA 1997
- **Understanding Welfare Reform in the Immigrant Community**, MIRA, Boston, MA 1997
- **LRI**, Leadership Rhode Island, Pi Class of 1996
- **Advanced Training on Immigration Law**, CLINIC, Boston, MA June 1996
- **Immigration Training**, International Institute of Bridgeport, CT 1994

*References Available Upon Request*