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ISABELLA COUNTY
ADMINISTRATION

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APPLICATION FOR APPOINTMENTS TO
BOARDS, COMMISSIONS & AGENCIES OF
ISABELLA COUNTY

Name: Cheryl R. Gonzalez Date: _____

Address: 1241 Clubhouse Drive Lake Isabella 48893
(Street) (City) (Zip)

Email address: cherylraegonzalez@gmail.com; smith6cr@cmich.edu

Home phone: (____) _____ Cell phone: (989) 289-4159 Other: (____) _____

Occupation: Executive Secretary - CMU Diversity Unit Commissioner's District # _____

Please state, in order of preference, Committees or Commissions you are applying for:

1. Commission on Aging Advisory Board
2. Human Rights Committee
3. _____
4. _____

Please state reason(s) for interest in above area(s):

I am interested and studied in public administration. I also identify as an aging lesbian woman
with a great interest for elder care in Isabella county. I would bring questions to the table surrounding
LGBTQ inclusion and be sure to add personal experiences and knowledge helping to better include
underrepresented folks in Isabella County.

BACKGROUND:

Education and/or training: Central Michigan University, Integrated Leadership Studies with a
concentration in Public Administration. Starting the Master of Science in Administration Fall 2018
with a concentration in Leadership. National Conference on Race & Ethnicity - May 2017. Creating
Change - January 2018. Leadership Excellence at CMU - November 2014.

Previous civic or governmental involvement:

No previous involvement.

What skills, talents, and abilities will you bring to this position?

Substantial management and leadership experience with a talent in emotional intelligence.

Other information you feel would be valuable in the review of your application:

Please see attached resume.

Please list THREE references who have knowledge of your work ethic, experience and ability and your resume. (Please do not use currently elected County Commissioners as references)

☐ I am an incumbent: please use references currently on file.

Name: Dr. Sapphire Cureg

Occupation: Director, Diversity Education at CMU

Address: CMU, Bovee UC 110B, 48859

Telephone Number: 304-887-8289

Name: Shannon Jolliff-Dettore

Occupation: Director, LGBTQ Services at CMU

Address: CMU, Bovee UC 110A, 48859

Telephone Number: 989-400-2294

Name: Bernie Cesena

Occupation: Executive Secretary at CMU

Address: CMU, 333 Moore Hall, 48859

Telephone number: 989-774-3178

*** Applications must be complete to be considered ***

ISABELLA COUNTY COMMISSION PROCEDURES FOR FILLING BOARDS AND COMMISSIONS:

1. Announcements of openings on Boards and Commissions will be posted online at www.isabellacounty.org.
2. Board members may, at their choosing, contact applicants prior to the Board meeting in order to more effectively assess applicant qualification.
3. At the Board meeting applicants may be nominated by any County Commissioner.
4. If there are multiple applicants nominated for the same position, a majority vote of members of the County Commission, present and voting, is required for appointment. If no candidate received a majority on the first vote, a second vote will be held. If after the second vote no candidate receives a majority of votes, the lowest vote getter will be dropped from consideration. This procedure will continue until one candidate receives a majority of the votes cast.
5. Applicants must reside in Isabella County.

Return applications to the County Administrator's Office, 200 North Main Street, Mount Pleasant, Michigan 48858 or by email to admin@isabellacounty.org. Questions please call: (989) 317-4054

CHERYL GONZALEZ

1241 Clubhouse Drive • Lake Isabella, MI 48893 • (989) 289-4159 • cherylraegonzalez@gmail.com

February 12, 2018

Isabella County Administrator's Office
200 North Main Street
Mount Pleasant, MI 48858

Dear Hiring Committee,

I am writing to express my interest in the Commission on Aging Advisory Board as well as the Human Rights Committee. I have had a sincere interest in the affairs of both boards since I started working at Central Michigan University in the Diversity Unit. I have over 18 years of management experience with a focus in leadership and feel that my experience would be an asset to either committee.

I have an exceptional rapport in the community, having moved here in 1998 and focused my career exclusively within the Mount Pleasant community for several years. This can be beneficial and can complement my fit for the committee's as well. With my professional experience at Central Michigan University, I have working relationships with key departments and individuals that can be helpful to continue a successful working relationship between the university and the community each committee. Having served on the Pow wow Committee as well as the Michigan Indian Family Olympics Committee for 3+ years, I am very familiar with the interests, goals and values of the native community as well. As a recent non-traditional graduate and employee of Central Michigan University, I seized opportunities to attend the National Conference on Race and Ethnicity in May, 2017 and Creating Change hosted by the LGBTQ Task Force in January, 2018. Both conferences were grounded in race and ethnicity and provided ample opportunities to delve into a deeper understanding of each.

If possible, I would like to the opportunity to serve on either committee as they are both equally important to me. Thank you for your time and consideration of my candidacy for a position on each board.

Respectfully,



Cheryl R. Gonzalez

Cheryl Gonzalez

Committee Application

989.289.4159

cherylraegonzalez@gmail.com

linkedin.com/in/cherylrgonzalez

Proven track record of accurately completing research, reporting, information management, and marketing-support activities within demanding time frames.

Highly focused and results-oriented in supporting complex, deadline-driven operations; able to identify goals and priorities and resolve issues in initial stages.

Refined relationship-building skills and experience working collaboratively with shareholders, management and staff.

PROFESSIONAL EXPERIENCE

Executive Secretary

Central Michigan University, Mount Pleasant, MI, 2014–Present

Joined as Administrative Secretary, reclassified the position rapidly through an increase in financial account supervision. Currently manage \$630,000 for 13 different financial accounts including STEP; a program specialized in supporting transfer students.

District Manager, Multiple Store Locations

Xpress Cash Management (Michigan Region), 2006–2014

Coached and led a 15-store district with 30 employees. Educated employees and customers on services and provided customized solutions for increased sales. Drove growth by focusing on customer service, promotions, and teamwork.

Partnered Staffing Supervisor

Kelly Services, Mt. Pleasant, MI, 2004–2006

Hired and trained 90-115 temporary staff on-site at CME Mitsuba. Responsible for payroll, workman's compensation and unemployment claims.

Area Supervisor / Training Director, Multiple Store Locations

Rudoni Management (Michigan Region), 1998–2004

Coached and led a 8-store district with over 180 employees. Hired and supervised managers at 4 locations, trained managers and employees at all 8 locations. Drove growth by focusing on customer service, teamwork, and proper training for every procedure with every employee.

SKILLS

Event Planning

Financial Planning
and Profit Analysis

Staffing Strategist

Student Transition Support

Sales Coaching

Multisite Financial Operations

Multisite Restaurant Operations

Merchandising Standards

Vendor Relations and Negotiation

Employee Training
and Development

Location Audits

HIGHLIGHTS

Financial responsibility
to **\$2.5 million**

Achieved record sales in multiple
markets up to **40% sales growth**

Hired and trained more
than **150 employees**

8-year proven sales growth
track record

**Completed 7 Habits of Highly Effective
People, Foundations of Leadership**, and 10
other leadership training opportunities

Myers-Briggs Type Indicator Personality
Inventory: INFJ

EDUCATION

Bachelor of Science

Central Michigan University, Mt. Pleasant, MI

Capstone project, Managing Change
with Emotional Intelligence