

CITY OF PEMBROKE PINES
ADVISORY BOARD AND COMMITTEE APPLICATION FORM

*Please return the **signed and completed application form and a recent resume*** to: City of Pembroke Pines, City Clerk's Office, 601 City Center Way, Pembroke Pines, Florida 33025.*

***NOTE: YOUR RESUME MUST ACCOMPANY THIS APPLICATION IN ORDER FOR THE APPLICATION TO BE CONSIDERED.**

Please type or use dark ink to complete this form.

Applicant Name Mary Honorata Stephens

Race* white National Origin* USA

Occupation Librarian

Street Address 1301 NW 192 Terrace, Pembroke Pines 33029

Subdivision Chapel Trail Chapel Cove

Home Telephone 954-895-0847 Business Telephone same

E-mail Address msteph5307@aol.com

Length of Residence in Pembroke Pines 26 6
 (if applicable) Years Months

Length of Time as Business Person in
 Pembroke Pines (if applicable) Years Months

Are you a registered voter? yes Pembroke Pines District No. 4 Precinct No. X029

Do you have a criminal record? no If yes, please explain. _____

Have you ever been convicted of a felony? no If yes, please explain. _____

Do you have any criminal charges pending? no If yes, please explain. _____

Do you have any relatives employed by the City? no If yes, please state name(s): _____

Are you aware of any potential conflict of interest that may arise from your serving on this/these board(s)? no If yes, please explain. _____

CITY CLERK'S OFFICE
CITY OF PEMBROKE PINES
2022 MAY 18 PM 4:18



Does your business, or your employer have any contractual relationship with, or do any business with the City? no If yes, please explain.

Do you have monies owed to the City that are delinquent? no If yes, please explain.

Do you have any pending code violations relating to property owned by you in the City? no
If yes, please explain.

Do you have any violations relating to other City codes? no If yes, please list:

*The responses to these items is optional. The City is interested in providing for cultural diversity on its Advisory Boards and Committees, and seeks this information solely in order for the City to further its goal to provide for diversity on its Advisory Boards and Committees.

Which board or committees are of interest to you? Please indicate up to three preferences by ranking. Please denote your first choice with a "1," etc. Please place a number adjacent to any board or committee for which you wish to be considered. If you do not place a number next to a board or committee, the City Commission will not be able to consider you for that board or committee.

<u> </u> Arts & Culture Advisory Board	<u> </u> Affordable Housing ¹
<u> </u> Board of Adjustment	<u> </u> Charter High School Advisory Board ²
<u> </u> Economic Development Board	<u> </u> Education Advisory Board
<u> x </u> Environmental Advisory Board	<u> </u> Planning & Zoning Board
<u> </u> Police and Fire Pension Fund Board	<u> </u> Citizens Committee/Hurricane Prep (Ad Hoc)
<u> </u> Diversity & Heritage Advisory Board	<u> </u> Social Media Committee (Ad Hoc)
<u> </u> Charter Review Board ³	<u> </u> Public Art Committee (PAC) New

¹You must complete the "Supplement to Application for Affordable Housing Committee."

²Representative of Educational or Business sector of the Community

³This Board is convened once every five years

Please provide a brief statement outlining why you wish to serve on the board(s) you have indicated above.

I am interested in serving on the board as I have an interest in the environment, having been a member of numerous organizations over the years. I would like to see our local environment stay as nice as it is now and

keep it that way, in addition to improving our current challenges, such as recycling, parks, clean air and water.

I believe that we need to try to curb global warming, as well as educate ourselves and others and do what we can to prevent further damage to our community and planet environment, preserving it for future generations.

This is a great and necessary challenge to Pembroke Pines and our county, state and nation.

Thank you for your time and consideration.

I hereby certify that all statements made in this application are true and complete. Permission is granted to the City of Pembroke Pines to investigate and verify criminal and credit history and any information provided on this and successive documents completed for purposes of my appointment to the City Board or Committee. In return for consideration of my application, I release any person who provides information pertaining to me from all claims or liabilities that might otherwise result from such information or opinions.

Mary Stephens

5-9-2022

Applicant's Signature

Date

Applications for board and committee vacancies are accepted throughout the year. For additional information, please call the City Clerk's Office at (954) 450-1050.

SUPPLEMENT TO APPLICATION FOR "AFFORDABLE HOUSING COMMITTEE"

PLEASE CHECK ALL POSITIONS FOR WHICH YOU ARE QUALIFIED

- ☐ Actively engaged in the residential home building industry in connection with affordable housing.
- ☐ Actively engaged in the banking or mortgage banking industry in connection with affordable housing.
- ☐ Representative of those areas of labor actively engaged in home building in connection with affordable housing.
- ☐ Actively engaged as an advocate for low-income persons in connection with affordable housing.
- ☐ Actively engaged as a for-profit provider of affordable housing.
- ☐ Actively engaged as a not-for-profit provider of affordable housing.
- ☐ Actively engaged as a real estate professional in connection with affordable housing.
- ☐ Actively serves on the local planning agency pursuant to Section 163.3174, Florida Statutes.
- ☒ Resides within the municipal boundaries of the City of Pembroke Pines.
- ☐ Represents employers with the City of Pembroke Pines.
- ☐ Represents essential services personnel, as defined in the City's Local Housing Assistance Plan.

Mary Honorata Stephens
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Pembroke Pines, FL 33029-4515
H-954-432-5765 C-954-895-0847
Msteph5307@aol.com

Education	M.A. Library and Information Science University of South Florida	2002	GPA 4.0
	M.S. Reading Education Nova Southeastern University	1990	GPA 4.0
	B.A. Sociology York University (Toronto, Canada)	1970	GPA 3.8
	Counseling Studies West Virginia College of Graduate Studies	1984	GPA 4.0

Experience

July 2016- PT-19 Librarian 1-Weston Branch Library, 4205 Bonaventure Blvd., Weston, 33332
 Reference Desk, Programs, Big Read, Book Displays, update/create puzzles and coloring sheets regularly, Weeding and making replacement requests, outreach to local schools, Broward Library You Tube channel contributor, Weston Earth Day Festival

December 2015- PT-19 Librarian 1-North Dade Regional Library, 2455 NW 183 Street, Miami, 33056

June 2016 Connections Department-Reader's Advisory, fill requests, take care of patrons' problems, send out materials to disabled patrons, Reference Desk

March 2009- Librarian 1-Miramar Branch Library, 2050 Civic Center Place, Miramar, FL 33025

August 2014 Reference Desk; volunteer and literacy coordinator, programs (quilting, yoga, meditation, recipe swap, travel), publicity, book displays. Chosen to attend 2011 ALA convention; received numerous "Save the Day" awards. Weed books, CD's, DVD's and Audiobooks, return and convert McNaughtons, add donated materials, summer reading program, Big Read, Florida Heritage Month; SIC; in charge of United Way, Christmas in July, 365 Food Drive, IRS forms and United Way/Hispanic Unity IRS van, help with Early voting, in charge of recruiting and orientation of volunteers for English Café, Citizenship, and El Club and rest of library; started Oasis Program, trained in Circ department, in charge of Volunteer Appreciation and Literacy Luncheons, Hurricane Hotline volunteer, Ereaders

September 2008- Librarian 2-Hallandale Branch Library, 300 South Federal Highway, Hallandale, FL 33009

Reference desk and computer help, payroll, programs (Census testing, musical entertainers, MOSAIC: family nutrition, financial literacy,), publicity (Bookings and creating own signage), English Café, Citizenship classes, in charge of bulletin boards and display case, work with EMS (event management systems), SIC, weeding, Service Awards, responsible for safe opening and counting money, router, shelving, took classes (Customer service, Reader's Advisory, Rosetta Stone), Sunshine Club

September 2008- Literacy Coordinator Southwest Regional Library, 16835 Sheridan Street, Pembroke Pines, FL 33331

May 2004 Library reference work, Volunteer Coordinator in charge of literacy programs: English Café; started Citizenship classes, Crossroads Café, and El Club, teaching and supervising volunteers, other programs, book programs such as the Da Vinci Code panel discussion, Big Read, create an English Café Cook Book, news articles and brochures, SIC, weeding, received one ALA grant, Service Awards, took many classes, hosted meetings,

parties, volunteer appreciation, International Literacy Month, including work with FRIENDS, Story Book Festival, volunteer with Special Events Task Force-Hispanic Fest, Pan-African Book Fest, attended Florida Literacy Association annual meeting as well as Seflin. Taught patrons how to use Rosetta Stone and other literacy databases, VST

March 2003- Librarian 1-Pembroke Pines Library, 955 N.W. 129th Avenue, Pembroke Pines, FL 33028

August 2003 Provide reference services to patrons, programs-flower arranging, medical; weeding, work with Serials and McNaughtons, work with donations and used book sales

2000-2002 Media Specialist-J.R.E. Lee Opportunity School, 6521 S.W. 62 Avenue, Miami, 33143

Work with reading specialist, teachers, staff and students, using the STAR and Accelerated Reading Programs; teaching collaboratively planned lessons, providing information and research skills classes; and reading to classes. Installed the Circulation Plus system; order and process books and audiovisual materials, furniture, equipment, and other supplies; tape broadcasts, Library Quest, African American Read-In, contests, fund-raising, arrange for speakers and other activities; book inventory and circulation

1987-2000 Teacher-Juvenile Justice Center School, 3300 N.W. 27 Avenue, Miami, FL 33142

Language arts, social skills, math teacher, aerobics, peer counseling, horticulture, and PVC furniture making; 1995 Teacher of the year, DATA, Curriculum developer, After-school reading program, functional literacy program, Team leader, grant recipient, club leader, assembly committee, Youth Fair liaison, field trips, and service projects

1977-1990 Other Teaching Experience, Miami, WV, Jamaica, and Canada

Adjunct Professor- Miami-Dade Community College-Remedial Reading, UNESCO Program (teaching literacy skills), tenth grade English, fourth and fifth grade teacher, and high school math, SMART Program- Miami-Dade Library

Hobbies Travel, gardening, volunteering, music, cultural events, reading, crafts, stamp collecting, tutoring, DMC work

DOE Professional Certificate

Valid through June, 2024- Media Specialist, Reading, Physical Education, ESOL, Middle School Mathematics, and Sociology

Professional Affiliations

American Library Association, F.A.M.E., Reforma, Broward County Library Association, Miami-Dade Media Specialists Association, Audubon Society, Sierra Club, Friends of the Everglades, Flamingo Gardens, Friends of Nova Southeastern Library, Kappa Phi Honor Society, Red Cross, United Way Switchboard Volunteer, Southern Handcraft Society

References

1. Jasmin Springer, Weston Branch Library-415-608-4439
2. Karen Mansfield, Retired Public School Teacher-954-732-0523
3. Karen Gelover, Weston Branch Library-786-210-5315