

**CITY OF WATSONVILLE**Received  
Watsonville  
City Clerk**APPLICATION FOR APPOINTMENT TO A CITY BOARD OR COMMISSION**

You must be a registered voter in the City of Watsonville to qualify for an appointment.

**INSTRUCTIONS:**

If you are interested in serving on a City board or commission, complete the following application and return it to the City Clerk's Office, 275 Main Street, Suite 400, (Fourth Floor), Watsonville, CA 95076 or email to [cityclerk@cityofwatsonville.org](mailto:cityclerk@cityofwatsonville.org).

Upon receipt, your application for appointment will be routed to the Council Members where a vacancy exists. If a Council Member is interested in nominating you for appointment, the City Clerk's Office or the Council Member will contact you.

Please specify below the commission or board to which you are seeking appointment and provide the requested information.

Thank you for your interest in City government.

**COMMISSION OR BOARD**

HOUSING Authority Board  
 NAME Providence Martinez Alaniz  
 ADDRESS \_\_\_\_\_

TELEPHONE (HOME) \_\_\_\_\_ (WORK) \_\_\_\_\_

**E-MAIL ADDRESS**

LENGTH OF RESIDENCE IN AREA \_\_\_\_\_  
Born and raised in Watsonville

**PREVIOUS COMMISSION OR BOARD SERVED (PLEASE SPECIFY):**

ADVISORY BOARD

TERM

## CITY OF WATSONVILLE

**EDUCATION:**

INSTITUTION

MAJOR

DEGREE

YEAR

**WORK/VOLUNTEER EXPERIENCE:**

ORGANIZATION

ADDRESS

POSITION

YEAR

Democratrics Headquarters Main St Manager 2018

**STATEMENT OF QUALIFICATION:**

Please attach a brief statement indicating why you are interested in serving on the advisory body in question.

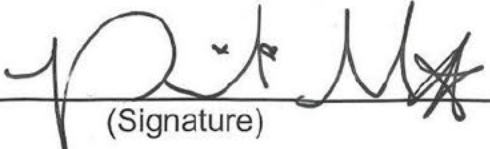
**ACKNOWLEDGEMENT:**

I understand that this application is a public document and its contents will be disclosed upon request, and any misrepresentation or deliberate omission of a material fact in this application may be justification for refusal or termination of appointment.

The Political Reform Act of 1974 requires all government agencies to adopt a Conflict of Interest Code that designates the positions within an agency which make or participate in making governmental decisions and may foreseeably have a material effect on any financial interest. Members of City boards and commissions, by virtue of their positions, make or participate in making decisions which may affect their financial interests and who therefore must disclose these interests on the Fair Political Practices Commission Form 700 – Statement of Economic Interests of Designated Employees. The Form 700 is a public document and its contents will be disclosed upon request. This form is to be filed upon appointment and every year thereafter with the Office of the City Clerk on April 1.

**CERTIFICATION:**

I acknowledge I have read the above information and certify that the information provided by me is true and correct, and I authorize the verification of the information in the application in the event I am a finalist for the appointment.

  
(Signature)

08-29-22  
(Date)

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# PROVIDENCE M. ALANIZ

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## PROFESSIONAL SUMMARY

Friendly and energetic Youth Specialist with 11 years in early childhood education. Motivated to help children become happy, healthy and well-behaved. Responsible Youth Specialist skilled in implementing behavior, safety and developmental plans. Collaborate effectively with team members, children and families to provide comprehensive service to each needed individuals. Positive and cheerful but mostly Excited when I lead educational activities filled with fun. Areas of expertise includes mindfulness, art, music and outdoors activity.

## SKILLS

- Computer/MS Office proficient
- Office Administration
- Safety Coordinator
- Efficient Customer Service Management
- Financial Reporting
- Supervise, Coordinate, and Manage professional
- Clerical knowledge
- First Aid and CPR Certified
- Effective time management
- Tailoring curriculum plans
- Bookkeeping

## EXPERIENCE

- Maintains a friendly, helpful, courteous atmosphere.
- Management of telephones, reception, mail, and overall customer service.
- Oversees proper maintenance of office supplies and office equipment.
- Maintains inventory of office supplies.
- Ensures that bookkeeping, financial reports, and banking records are, current and completed on time.
- Tax documents submitted in timely manner, and accurate.
- Manages accounts purchase orders, receivable and payable.
- Assists the Executive Director in the preparation of the annual Auction and fundraising.
- Ensures that all insurance policies are current and maintains insurance records and files.
- Oversees implementation of the organization's risk management and safety policies.
- Assists Executive Director and other staff in planning and managing events.
- Ensures that outreach specialist has materials, equipment and supplies needed for effective outreach.

## EXPERIENCE

- Children Mentorship Program Coordinator
- Watsonville Democratic Headquarters Manager
- CENSUS enumerator
- Local Elections Campaign Assistant
- Director of Jumpstart Preschool
- Music and performing Arts Teacher Assistant

## VOLUNTEER



- City of Watsonville Library Commissioner
  - PLANNING COMMUNITY EVENTS
- All Saints Episcopal Church Vestry Member
  - ALTAR GUILD LEAD
  - VESTRY CLERK
  - TRANSLATOR
  - YOUTH DIRECTOR
  - CHOIR/ ACHOLITE
- Santa Cruz County Voter Registrar
  - REGISTERED 1,000 + VOTERS
  - ACTIVIST FOR VOTO LATINO
- Sanando Con mis Mariposas Healing
  - MENTAL HEALTH ADVOCATE
- Art Classes with Senior/Dance sessions
  - OUTREACH COORDINATOR
- Rockabilly Mafia Dolls /Non profit volunteer
  - BUILDING COMMUNITY
  - YOUTH AT RISK MENTOR
  - HOUSING FOR HOMELESS TEENS COORDINATOR

## EDUCATION

ECE 2004

CABRILLO, APTOS

- Student Government Representative
- Digital Academy Certificate
- Criminal Justice Certificate

PHOTOGRAPHY 2000

HARTNELL, SALINAS

- Digital Photography Certificate
- Microsoft Word Certified

- *Organizations*
- *THE STRONG ONE ...*
- *ALL SAINTS EPISCOPAL CHURCH VESTRY*
- *LUTHERAN CHURCH*
- *METHODIST CHURCH VESTRY*
- *TWIN LAKES CHURCH*
- *CALVARY CHURCH*
- *RELAY FOR LIFE BOARD*
- *SALVATION ARMY*
- *ELDERLY CARE*
- *CITY OF WATSONVILLE LIBRARY BOARD*
- *POSITIVE DISCIPLINE*
- *SENIOR CENTER*