

Personal Data Record Form

Profile

FOR PUBLIC INFORMATION

All appointments to City Boards and Commissions are made by the City Council. Applications are reviewed and forwarded to City Council by the Executive Secretary for Boards and Commissions. Please complete this application in its entirety. Incomplete applications will not be forwarded to City Council. All applicants are encouraged to contact City Council members by email to introduce themselves and express their desire to serve.
APPLICANTS MAY ONLY APPLY FOR ONE VACANCY AT A TIME. DUPLICATE/MULTIPLE APPLICATIONS WILL NOT BE CONSIDERED.

New Applicant or Current Member

☒ New Applicant

Andrew
First Name

McCarthy-Clark
Last Name

[Redacted]
Email Address

[Redacted]
Primary Phone

[Redacted]
Alternate Phone

Date of Birth

[Redacted]

Home Address

[Redacted]
Street Address

[Redacted]
Suite or Apt

[Redacted]
City

[Redacted]
State

20003
Postal Code

Library of Congress
Employer

Director of Institutional Giving
Job Title

Applicants may only apply for **ONE** board/commission/committee at a time.
Please note: If more than one board is selected, your applications will not move forward for City Council consideration.

Which Boards would you like to apply for?

George Washington Birthday Celebration Committee: Submitted

Which position are you applying for?

Citizen

Demographics

Do you currently live in the City of Alexandria? NOTE: If your answer is no, a residency waiver is required for positions that are not specific to an organization or profession.

☐ Yes ☒ No

If yes, how long?

n/a

Have you ever attended a meeting of the Board or Commission for which you are applying?

☐ Yes ☒ No

Have you ever served the City of Alexandria in any capacity?

☐ Yes ☒ No

If yes, please explain

Interests & Experiences

Statement of Interest

Thank you for your consideration to serve on the George Washington Birthday Celebration Committee. First, I acknowledge that I currently do not live in Alexandria, despite frequently visiting and always admiring. Because of our love of Alexandria, my husband and I plan to move there in mid-2024. My work in fundraising and presence in the realm of cultural institutions has provided to me many unique experiences to deepen my appreciation for the arts. While I continue to find that I have virtually no artistic ability, I take joy in being a facilitator of the success for others. In my day job as a fundraising program director at the Library of Congress, I have built a vibrant network of cultural connections and an understanding of the cultural financial/grantmaking landscape, especially in the DMV. Additionally, my six years of service to the DC State Fair, an organization celebrating the agricultural, artistic/creative, and culinary talents of the DMV, as a member of the Board of Directors and President (3 years) have well-prepared me for service to a large civic festival. This opportunity on the George Washington Birthday Celebration Committee would allow me to serve Alexandria. It would be an honor.

Are you currently a member of a City Board, Commission, Committee or Authority?

☐ Yes ☒ No

If yes, please list the board:

How many terms have you served on this board?

If you have served more than two consecutive terms on this board, please state the specific qualifications you possess which merit consideration for continued service:

Are you now paid by the City of Alexandria?

☐ Yes ☒ No

If yes, please state your department, job title, and describe your duties:

Do any of your immediate relatives or business associates now serve the City of Alexandria in any capacity?

☐ Yes ☒ No

If yes, please explain:

Attendance Requirements: Sec. 2-4-7 of the City Code requires appointees to attend at least 75% of the yearly committee meetings. Absences may be excused because of personal illness or serious illness of members of the immediate family, death of a family member, unscheduled business trips and emergency work assignments only. All other absences are recorded as unexcused. In light of the aforementioned statement, will you be able to attend at least 75% of the regular meetings of the board which you may be appointed?

☒ Yes ☐ No

If applicable, will you comply with the provisions of the City's conflict of interest requirements in City Ordinance 2867 regarding the completion of a financial disclosure statement??

☒ Yes ☐ No

EDUCATIONAL BACKGROUND

BS Human Resources Management - University of Tennessee at Chattanooga MS Government Analytics and Policy - Johns Hopkins University MAcc Accounting - College of William & Mary (in progress)

SUMMARY OF WORK AND PRACTICAL EXPERIENCE:

Director of Institutional Giving - Library of Congress (current) Director of Alumni Relations & Annual Giving - American University Washington College of Law Associate Director of Annual Giving - University of Tennessee at Chattanooga Assistant Director of Alumni Engagement - University of Tennessee at Chattanooga

REFERENCES - Please list names, phone number and/or email addresses of three references that support your application.

[REDACTED]

Upload a Resume

Additional Document (statement of interest, letter of support, or recommendation, etc..)

Non-Discrimination Data Supplemental Questions

By submitting this application electronically, I hereby certify that all information contained herein is true and complete and that the transaction will be subject to the Virginia Uniform Electronic Transactions Act..

SUBMISSION OF THIS PAGE IS VOLUNTARY

Confidential - NOT FOR PUBLIC INFORMATION

Non-Discrimination Data Supplemental Questions For Applications to City Boards, Commissions, and Committees

Completion of this section is **VOLUNTARY**. When completed, the section is separated and redacted from your application prior to the application's submission to City Council. **COUNCIL AND STAFF DO NOT USE THIS FORM IN DETERMINING APPOINTMENTS.** Information provided in this section is treated confidentially and the information is forwarded to the Alexandria Office on Human Rights for compilation of statistics. One responsibility of the Human Rights Commission (HRC) is to track whether the diversity in our City's population is reflected in appointments made to boards, commissions, committees and authorities; the HRC does this using only data supplied on this form. The HRC reports statistics only to Council.

The HRC's main role is to ensure discrimination does not occur in our city based on race, color, sex, religion, ancestry, national origin, marital status, familial status, age, sexual orientation or disability with respect to housing, employment, public accommodations, health and social services, education, credit or city contracts.

Date of Application

