

Personal Data Record Form

Profile

FOR PUBLIC INFORMATION

All appointments to City Boards and Commissions are made by the City Council through the Executive Secretary for Boards and Commissions. **APPLICANTS MAY ONLY APPLY FOR ONE VACANCY AT A TIME.** Please complete this application in its entirety. Your application will be forwarded to the City Council. Fill in all applicable blanks on the form. Incomplete applications will not be forwarded to City Council. All applicants are encouraged to contact the Council members and introduce themselves.

New Applicant or Current Member

☒ New Applicant

Kelly Richmond
First Name Last Name

[Redacted]
Email Address

Date of Birth
[Redacted]

Place of Birth
[Redacted]

Home Address
[Redacted] [Redacted]
Street Address Suite or Apt
[Redacted] [Redacted]
City State 22305
[Redacted] [Redacted]
Primary Phone Alternate Phone

Smithsonian Institution Project Researcher
Employer Job Title

Applicants may only apply for ONE board/commission/committee at a time.

Which Boards would you like to apply for?

Commission For The Arts: Submitted

Type of Position/Role

EXPERTISE IN VISUAL ARTS, POTOMAC EAST REP

Demographics

Do you currently live in the City of Alexandria?

☒ Yes ☐ No

If yes, how long?

Four years

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

This is slightly complicated as I'm applying to two groups. I have attended the Potomac Yard Committee, but not the arts commission.

Interests & Experiences

Statement of Interest/Why You Should Be Appointed

For the Potomac Yard Committee: In 2021 I was a participant in the training for the City's first group of Alexandria EcoCity Ambassadors, and I would like to get more involved at the City level with environmental issues. I live across from Potomac Yard Mall which is already seeing new development with the coming Metro stop and Va Tech Academic Innovation Center, and I would to make sure that all this talk of innovation and green space incorporation isn't a bunch of developer lip service, as it will truly impact my day to day life. For the Commission on the Arts: I work at the Smithsonian and have a background in Art History and Arts Management. Given my interest in environmental issues, I think that would be a good enhancement to the Arts Commission as we might be able to weave artistic efforts in the City to be sustainable, thoughtful about material use, and incorporate principles of STEAM thinking to balance art and science.

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:

Have you applied for a position on a City Board, Commission, Committee or Authority in the last six months?

☒ Yes ☐ No

If yes, please state the names of the boards for which you have applied

Environmental Policy

Upload a Resume

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?

☒ Yes ☐ No

EDUCATIONAL BACKGROUND (Please list certificates, diplomas, degrees, seminars, etc.):

BA in History and Art History Master's in Arts Management Master's in Elementary Education EcoCity Ambassador Academy in 2021 (with Ellen Eggerton) Energy Masters Training in 2019, joint program of EcoAction Arlington and the Va Cooperative Extension (see <https://www.ecoactionarlington.org/community-programs/energy-masters/#:~:text=Energy%20Masters%20is%20an%20award,planet%20by%20reducing%20carbon%20en>

SUMMARY OF WORK AND PRACTICAL EXPERIENCE (Please list titles and duties for the past five years):

Project Researcher, Smithsonian Organization and Audience Research, Smithsonian Institution Various projects related to audience research through interviewing, tracking, and surveying museum visitors; evaluation of different museum program offerings; review of affiliated external research to incorporate in report recommendations; internal organization projects using focus groups, meeting facilitation, and other project management in order to advise on process updates and revisions.

REFERENCES (Please list names and addresses of four references that you have contacted and support your application).

[Redacted references section]

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**

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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

Ethnicity

Gender

Sexual Orientation

For what Board, Commission, Committee, or Authority are you applying?

Do you live in the City of Alexandria?

Do you have Disability?

If yes, briefly describe the disability?

How did you learn of the vacancy for which your applying?

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New Applicant or Current Member

☒ New Applicant

Tiffany Williams
First Name Last Name

[Redacted]
Email Address

Date of Birth

[Redacted]

Place of Birth

[Redacted]

Home Address

[Redacted] [Redacted]
Street Address Suite or Apt
[Redacted] [Redacted] 22305
City State Postal Code
[Redacted] [Redacted]
Primary Phone Alternate Phone

U.S. Department of State Assistant Curator
Employer Job Title

Applicants may only apply for ONE board/commission/committee at a time.

Which Boards would you like to apply for?

Commission For The Arts: Submitted

Type of Position/Role

member with expertise in visual arts

Demographics

Do you currently live in the City of Alexandria?

☒ Yes ☐ No

If yes, how long?

6 years

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/Why You Should Be Appointed

I am an advocate for the arts as a tool for cultural diplomacy and dialogue, critical thinking, and self expression. My work as an assistant curator in the U.S. Department of State's Office of Art in Embassies, curating permanent collections for U.S. embassies, has provided me with a unique perspective that would support the Alexandria's Commission For The Arts. I routinely research contemporary art and artists to find the culturally appropriate and engaging artwork to represent important cultural values and connections.

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☐ Yes ☒ No

If yes, please state the names of the boards for which you have applied

[Upload a Resume](#)

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☒ Yes ☐ No

If applicable, will you comply with the provisions of the City's conflict of interest requirements in City Ordinance 2867?

☒ Yes ☐ No

EDUCATIONAL BACKGROUND (Please list certificates, diplomas, degrees, seminars, etc.):

2013 Smithsonian-George Mason University, M.A. History of Decorative Arts 2012 Victorian Society of America, Newport Summer School 2010 Virginia Commonwealth University, B.S. Fashion Merchandising

SUMMARY OF WORK AND PRACTICAL EXPERIENCE (Please list titles and duties for the past five years):

U.S. Department of State, Office of Art in Embassies, Assistant Curator • Develops and directs a range of temporary visual arts exhibitions, permanent art collections and documentation of projects through publication or videography and outreach programs. • Researches, develops, and proposes exhibition topics demonstrating an awareness of feasibility issues (e.g., loans, budget, safety and conservation of objects and publications); executes exhibition plans within strict timelines. • Identifies works of art, negotiates the loans/commissions/sales, and oversees all stages of the process through installation of art and/or production of the publication or video. 8/2021-Present ARTTABLE, DC Chapter, Executive Board Member, Social Media Chair • Curate content for the ARTTABLE, DC Chapter's Instagram 1/2019-5/2019 George Mason University, Arlington Campus • Adjunct Professor; 3 hours/week in-class • Led Spring semester in Visual Arts Management for an international student body in Visual Arts Management for Masters level students.

REFERENCES (Please list names and addresses of four references that you have contacted and support your application).

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Date of Application

Ethnicity

None Selected

Gender

None Selected

Sexual Orientation

None Selected

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