

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. DUPLICATE APPLICATIONS WILL NOT BE CONSIDERED.** 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

Neelab

First Name

Yousafzai

Last Name

Email Address

Date of Birth

Place of Birth

Home Address

Street Address

City

Primary Phone

American Astronomical Society

Employer

Suite or Apt

State

22152

Postal Code

Alternate Phone

Governance and Committee specialist

Job Title

Applicants may only apply for **ONE** board/commission/committee at a time. DUPLICATE APPLICATIONS WILL NOT BE CONSIDERED.

Which Boards would you like to apply for?

Human Rights Commission: Submitted

Type of Position/Role

Women representative

Demographics

Do you currently live in the City of Alexandria?

☐ Yes ☒ No

If yes, how long?

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

I lead a nonprofit organization called Fresh Start Refugee Assistance Center in the DMV area. Currently, our organization serves refugees and immigrants in the city of Alexandria, providing emergency assistance, lifelong learning, and career training service to women, youth groups, and families.

Interests & Experiences

Statement of Interest/Why You Should Be Appointed

I would like to express my sincere interest in the woman representative position with the Human Rights Commission. My educational training, professional experience, and proven enthusiasm in legal research, refugee rights, and human rights would notably benefit the Human Rights Commission of Alexandria. The UN Committee on Economic, Social, and Cultural Rights defines education as “both a human right in itself and an indispensable means of realizing other human rights...” and a vital key in the empowerment of women and in the promotion of human rights and democracy. I firmly support the idea that every child, man, and woman is entitled to a proper education. Education is a fundamental human right, not because the United Nations or anyone else has said it is, but because I know first-hand how crucial education is in preserving our human dignity. As a child, I was deprived of my right to education for no reason other than because I was born a female. At eight years old I was forbidden to continue attending school. To truly ensure that we would not be able to learn, men came and searched our houses to burn all books, all paper, and all writing utensils. The Taliban created darkness in Afghanistan by putting an end to the enlightenment of future congresswomen, lawyers, journalists, and doctors who would improve the livelihood of the nation. I was one of the millions of girls who suffered at the hands of the Taliban in Afghanistan. My uncle and my parents risked their lives fleeing from Afghanistan to save my siblings and I from a nightmarish future. They brought us to the “land of the free and the brave” where through education, and the support of classmates and teachers, we learned that life was not solely about, living in a state of perpetual fear, the heavy hands of Taliban oppression, political chaos, and the public torture and humiliation of my community. Without my uncle and parents, my siblings and cousins and I would probably never have known our true worth and value within the human community at large. Since my family’s escape, I have regarded my life in Afghanistan as an illuminating experience, one where I learned that to appreciate light, one must first know the deepest darkness. I earned my Master’s degree in Human Rights Studies, in the hopes to bring light to those who are in need of a voice. Throughout my career, I have spent endless hours working with law firms interpreting and analyzing law and data to help propose solutions for client cases, preparing lobbying reports to submit to Congress, drafting legal petitions on behalf of individual clients, and for class action cases and much more. My work environment has always been hectic and is constantly evolving. My post-college professional experiences have greatly broadened and advanced all the skills I gained in school and prepared me to assume the challenges of taking matters into my own hands by starting a nonprofit called Fresh Start Refugee Assistance Center (“FSRAC”). Fresh Start Refugee Assistance Center, currently aids in the resettlement of refugees and immigrant groups in the Washington DC Metro area by providing resources, and opportunities that promote self-sufficiency for those we serve. Most of these refugees face complex circumstances that mix together legal questions, human rights issues, and basic physical needs like shelter and food when they arrive. It is because of my professional experiences and community service background that I have the analytical, organizational, research, and networking skills necessary to respond to the needs of these refugees who usually require same-day assistance. Human Rights is a cause very close to my heart. I strive to defend the human rights of my community members because it unites us. I take great pride in running a successful organization advancing equality and protecting human dignity. In pursuit of my ambition to seek out injustices and advocate for change, I believe the Human Right Commission would be the right path for me. Thank you in advance for your consideration, I look forward to hearing from you.

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?

N/A

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

[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.):

Columbia University, New York, NY M.A. Human Rights Studies 2020 Concentration: Women's rights and Refugee/migration Thesis: Afghan Women in Governance: Balancing Politics and the Predicament of Vernacularization of Human Rights Discourse on the Ground Field Research: Conducted qualitative research using semi-structured interviews with Afghan women in governing positions in Mazar e Sharif and Kabul, Afghanistan American University, Washington, DC B.A. in Law and Society 2011 Community Based Learning Program Abroad, South Africa

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

Fresh Start Refugee Assistance Center November 2015 – PRESENT Founder/President, Springfield, VA • Overseeing budgets, programs, staff, and board executives. • Strategic planning, establishing short and long-term goals • Community outreach, representing organization for internal and external events • Establish policies and provide overall direction and administration for operations, programs, and services • Fundraising and developing other resources necessary to support FSRAC mission • Annual budget and monthly financial statements and accounting reconciliation • Collaborate with organization board and staff • Planning and delegating program development and task facilitation American Astronomical Society March 2020 – PRESENT Governance and Committee Specialist, Washington, DC • Provide ongoing project and program support for the Committee on the Status of Minorities in Astronomy, Committee on the Status of Women in Astronomy, Committee for Sexual-Orientation & Gender Minorities in Astronomy and the Working group on Accessibility and Disability (including serving as representative at a limited number of external meetings and conferences in partnership with volunteer leaders) • Report project outcomes and/or risks to the appropriate management channels and escalate issues, as necessary, according to the project work plan • Collaborate with the AAS Governance leaders to develop and implement policies, standards, and processes, such as retention, transfers and digitization of records. • Facilitate Committee on-boarding of volunteer leaders • Provides support and training for the AAS Board of Trustees, AAS Division and Committee Leadership in use of the board portal • Manage over 16 prize and grant programs process from start to finish, including committee management and result analysis • Prepare, administer, and maintain budgets, ensuring that data is accurate and current for grants and prizes • Facilitate and coordinate strategic planning meetings, agenda, and activities • Manage budgets and forecasts for AAS Committees including annual budget; schedule expenditures; analyze variances; initiating corrective actions • Assist in the development, implementation, enforcement, and evaluation of policies and procedures. • Develop and maintain partnerships with third-party resources, including vendors and suppliers VENABLE LLP November 2016 – August 2018 Practice Management Assistant, Washington, DC • Present reports defining project progress, problems and solutions • Collaborate with Directors/Project Coordinators and other staff to evaluate progress and refine plans. • Organize and maintain program/project files and databases. • Document existing processes and provide process improvement recommendations • Produce a variety of complex documents and reports for project. • Compose correspondence and respond to requests for information.

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

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

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?