

Charter Review Committee Interest Form - Submission #20396

Date Submitted: 1/21/2023

Last Name*

Mcguffie

First Name*

Allain

District # You Live In.*

3

Home Address*

3105 N 38th ave, N/A

City*

Hollywood

State*

FL

Zip Code*

33021

Home Phone

7866428210

Cell Phone

Email Address*

mcguffiea70@gmail.com

Owner or Renter *

owner

Number of years as city resident*

2

Are you registered to vote in Broward County?*

Yes

Education (highest degree / level)

phD

Occupation*

Admission counselor & adjunct professor

Work Phone

7866428210

Business Name*

WISH IN A BOTTLE LLC

Business Address

City

Hollywood

State

FL

Zip Code

33021

How many elections have you voted in and when was the last time you voted?*

3, and 2022

How many City Commission or board meetings have you attended in the last 2 years? Please list:*

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Why do you wish to serve as a member of the Charter Review Committee?*

my rich mix of education and expertise directly qualify me to serve as a member of the Charter Review Committee. I have a BA in Africano World Studies, concentration in Community Development, Masters in Public Administration, and Currently a PhD student

If appointed, what specific contribution(s) will you bring to the Charter Review Committee?*

My knowledge and expertise in community development. Furthermore, my understanding and appreciation for community organizing and outreach.

Have you had any previous experience with a Charter review process?*

no

Please describe your qualifications as an applicant including your professional and/or volunteer experience or background.*

I am currently an adjunct professor of Socioeconomic resources. I have a Masters of Public Administration - Government and Policies. I also have a BA in AWS - Community Dev. I volunteered/shadow multiple Miami Dade county elected official.

Do you currently serve on any City or County boards or committees? Please list.*

no

Have you ever served on any City or County advisory boards? Please list.*

no

List community / civic service involvement.*

March of Dime
Go to High School go to college
Get out and Vote
Community Clean up

Attach Resume (only .doc and .pdf files)*

McGuffie Resume.docx

Allain McGuffie

3105 N 38th Ave Hollywood, FL 33021 | 786-642-8210 | mcguffiea70@gmail.com

Objective & Introduction

Seasoned dedicated and caring professional with decade of experience building relationships, community enagement/outreach, sales, and proven leadership. Eager to put my experience and education into practice as an Adjuct Professor to drive quality results at your department.

Education

B.A. | 2020 | WILLIAM PATERSON UNIVERSITY

- Major: Bachelor of African World Studies and Health Studies

M.P.A. | 2020 - 2022 | GRAND CANYON UNIVERSITY

- Major: Master of Public Administration

PHD | 2022- 2024 | ST. THOMAS UNIVERSITY

- Major: Doctor of Philosophy in Ethical Leadership

Areas of Expertise

- Research and Analysis
- Patience
- Organization and planning
- Ethics & Integrity
- Critical Thinking
- Organized and Resourceful
- Community Engagement
- Plan Development
- Microsoft Office Applications
- Information Management
- Training and Developing Others
- Policy and Process Design
- Group and individualized Instruction
- Excellent Presentation and Delivery
- Leadership Courage
- Compliance and Policy Enforcement
- Navigating Ambiguity
- Problem Solving & Conflict Management
- Time Management
- Leadership Courage
- Decision making
- Relationship Building

Professional Experience

Adjunct Professor | St. Thomas University | Dec 2022 – Present

St. Thomas University is a Catholic university with rich cultural and international diversity committed to the academic and professional success of its students who become ethical leaders in our global community. I am an adjunct Professor of socio-economic resources for organizational leadership. The position requires displaying evidence of teaching excellence, a commitment to undergraduate education, and ability to work with diverse populations. I facilitate a classroom environment that is vibrant, engaging, and enriching. I maintain a class syllabus, assignment log, and additional material helps for the students. I participate in faculty meeting to discuss departmental goals and

upcoming events. I plan lectures, assignments, and in-field experiences to collaborate with necessary course curriculum. Meets assigned enrollment department goals relating to new graduate and online applications

Admissions Counselor | St. Thomas University | August 2022 – Present

- Assist in development, implementation, and marketing of programs to recruit prospective graduate students for the University.
- Communicates Admissions policies as well as promotes the quality of an STU education
- Manages a geomarket/recruitment territory by actively traveling to local and/o out-of-state colleges to provide advising admission services and meet with counselors, parents and prospective students, coordinate admission functions, attend college fairs, and maintain regular contact with prospects, applicants, and counselors
- Provides admissions counseling and information sessions with visiting students and families, in person and in group settings, and by the telephone, correspondence, and e-mail
- Conducts dynamic presentations and effectively answer questions about admission, application requirements, and processes.
- Meets assigned enrollment department goals relating to new graduate and online applications
-

Admission Coordinator | Southeastern College | May 2022 – August 2022

- Serves as liaison between Southeastern College and prospective students and their families.
- Communicates Admissions policies as well as promotes the quality of an SEC education
- Meets and exceeds pre-established enrollment objectives
- Maintains Communication via telephone, email and other means of correspondence with students throughout the recruitment process
- Performs miscellaneous job related duties as assigned.
- position requires creativity, a high level of interpersonal communication skills, and strong computer and telephone skills

District Manager | Momentum Solar | Jan. 2021 – April 2022

- Assist the Field organizers in all canvasser recruitment activities and ensure that recruitment goals are
- As a District Manager I Manage, oversee, and measure the effectiveness of the overall canvassing team and systems throughout the district.
- I recruit canvassers by identifying candidates for the team, developing recruiting practices and collaterals, recruiting interviewing, and onboarding these individuals.
- I train and motivate canvassers by develop and/or curate training materials/systems.
I conduct training for the canvassers in product knowledge, canvassing, and our overall systems.
- Maintain a fun, positive, healthy team culture.

COMMUNITY FIELD Director | Hard Knock Strategist | Dec 2019 – Nov. 2020 (TEMP)

- Assist the Field organizers in all canvasser recruitment activities and ensure that recruitment goals are
- achieved throughout the duration of the program in the assigned region
- Implement, under the supervision of the Program Manager, the complete vetting, interviewing and hiring of all successful applicants
- Ensure the successful training and orientation of all canvassers.
- Provide canvass teams with the positive leadership culture, resources, guidance and technical support required to succeed during each phase of the program while ensuring compliance with all policies and best practices
- Ensure that all canvasses are launched and completed in a timely, orderly fashion

- Promote the continued development of canvass teams in their day-to-day duties and responsibilities over the course of the program
- Communicate all pertinent on-the-ground information to, and provide timely response to requests from, the canvassers under your direction
- Provide the Canvass Director with daily quantitative and qualitative reports as part of an ongoing evaluation of the program's success.

Assistant Manager | Enterprise Holdings | March. 2021 – Feb2022

- As an Assistant Manager, I am still learning the business while helping new hires. I am entrusted to serve as both the face of Enterprise to customers and partners and the behind-the-scenes operational expert. In the structured program, I master the knowledge and skills I need to run my own branch, cultivate new business and develop my team.
- In Enterprise hands-on learning environment, I receive the guidance, mentoring, and support I need to be successful. I also get out into the community and establish the relationships essential to building my own business.
- I learned how to excel at customer service, sales and marketing, finance, and operations. And I learned what it means to always put customers first

Volunteer Experience

CHIEF EXECUTIVE OFFICER | WISH IN A BOTTLE FOUNDATION, INC. | JAN. 2020 – CURRENT

- Wish in a Bottle Foundation, Inc. is a dynamic non-profit organization that focuses on environmental safety, education and community engagement locally and internationally. As CEO, I plan and organize events monthly to clean up rural communities and fundraise to provide school supplies to kids in need.

References provided upon request.