

# Application Form

## Profile

**If you have any questions or difficulty submitting this application, please reach out to Alex Guzhnay at [aguzhnay@newhavenct.gov](mailto:aguzhnay@newhavenct.gov) or call 203-946-7670.**

Kelvin \_\_\_\_\_ E \_\_\_\_\_ Ruledge \_\_\_\_\_  
First Name Middle Initial Last Name

rutledgek08@gmail.com \_\_\_\_\_  
Email Address

41 Fairfield Street \_\_\_\_\_ Apt 2 \_\_\_\_\_  
Home Address Suite or Apt  
 New haven \_\_\_\_\_ CT \_\_\_\_\_ 06515 \_\_\_\_\_  
City State Postal Code

### What ward do you live in (optional - please select ward if you know)?

Ward 27

Mobile: (931) 980-0450 \_\_\_\_\_  
Primary Phone Alternate Phone

### Are any of the above number a cell phone number?

Yes  No

### If so, which? Also, is it okay to send a text message?

Yes

### Are you currently employed by the City of New Haven or the New Haven Public School System?

Yes  No

\_\_\_\_\_  
Employer Job Title

To see our list of Boards and Commissions please click here: <https://newhaven-ct.granicus.com/boards/w/976a34cad711af7c/boards>

### Which Boards would you like to apply for?

Youth Commission: Submitted

**Is this an appointment or reappointment request? \***

Appointment

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**Interests & Experiences**

Please tell us about yourself and why you want to serve. Please attach any of the follow:

**Resume, Curriculum Vitae (CV), Professional Bio, or a Statement of Interest.**

[RutledgeK\\_Resume\\_NHPC.pdf](#)

Upload a Resume

**If not submitting a Resume or CV, please submit a ~150 word Statement of Interest as to why you are interested in serving on your selected boards/commissions. If you have uploaded a resume OR you are seeking reappointment, you can write n/a.**

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N/A

Question applies to Youth Commission, Peace Commission

**Are you under 18 or over 18? If under 18, please provide your DOB. If over 18, you can write n/a**

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N/A

**Why are you interested in serving on a board or commission?**

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There are two primary purposes for serving on the Youth Commission. First, I wish to continue stewarding and advocating for youth within the City of New Haven. Youth across the city have diverse needs, aspirations, and dreams that require strategic advocacy and support. I seek to be part of the future collaboration and engagement that the city can offer. Second, my work with young people complements the knowledge, skills, and abilities needed to serve. I want to offer my time and talents to serve youth in New Haven.

**Why do you believe you would be a good fit for your selected board and commission(s)?**

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Two primary perspectives make me a unique candidate for the commission. As a university administrator, I often work with youth populations within the city to explore personal, academic, and professional goals. This ability to talk with and engage youth is critical for centering and amplifying their voices as we move forward. Second, I have experience working with the City of New Haven LGBTQ+ Youth Task Force, hosted by the Youth and Recreation Department. This experience allowed me to gain insights into youth in New Haven and to learn how to steward and facilitate opportunities as requested.

**Do you have any time commitments that would prevent you from participating in board/commission meetings? Meeting times can be found by visiting newhavenct.gov/boards, but most are usually once a month for 1-2 hours.**

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No

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## Demographics

**Some boards and commissions require membership to be politically proportionate, per State Statute on minority party representation (CGS § 9-167a). What is your political affiliation on your voter registration?**

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Democratic

**In order to stay compliant with our city's charter, are you registered to vote in New Haven?**

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Yes  No

We strive to maintain diversity in all of our Boards and Commissions. These questions are optional and if you volunteer the information we will only use it to ensure that our boards and commissions are diverse.

## Ethnicity

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African American

## Gender

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Male

**How did you hear about serving on our Boards & Commissions?**

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# KELVIN E. RUTLEDGE, PH.D.

Phone: (931) 980-0450  
Rutledgek08@gmail.com

New Haven, CT, 06515  
www.linkedin.com/in/rutledgekelvin

## PROFESSIONAL EXPERIENCE

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### *Southern Connecticut State University*

*New Haven, CT*

#### **Associate VP for Institutional Inclusive Strategies & Change Management**

Feb 2022 – Present

- Provide strategic leadership and support for the university community to develop infrastructure and inclusive best practices serving a university community of 9,300+ students, 700+ full-time and part-time faculty, and 1100+ full-time and part-time staff.
- Oversee the day-to-day operations and implementation of the vision and mission for the division of diversity, equity, and inclusion. Manage 9 budget accounts totaling 1.2 million dollars (salary inclusive).
- Provide strategic supervision and leadership to 4 full-time direct report professionals, 8 part-time indirect professionals and 2 part-time direct report faculty fellows
- Develop programmatic and curricular professional development and training opportunities surrounding social justice, racial equity and affiliated DEI topics for graduate students, academic departments, and divisions at the university. Facilitate 10-20 educational sessions annually regarding various professional development, DEI, and community engaged topics annually.
- Develop, initiate, and implement the annual divisional advancement action plan to increase funding opportunities by \$40-60K annually. Collaborate with the Office of Alumni Relations and Institutional Advancement to conduct donor prospect research and sourcing external funding.

#### **Inaugural Director of Career & Professional Development**

July 2018 – Jan 2022

- Provided strategic vision for a comprehensive, centralized, and sustainable career center serving 7,000 undergraduate and 2300 graduate students and 4,000 recently graduated alumni of the university. Provided innovative leadership and policy direction on issues related to career education and professional development to faculty, staff, students, employers, and external organizations and ensure compliance and interpretation of rules, regulations, and policies of the Connecticut State College & University system, the State of Connecticut, and the U.S. Department of Labor.
- Provided leadership, supervision, training, evaluation, and professional development planning for 3 full-time direct reports and 5 part-time indirect report departmental staff. Managed \$350,000 salary inclusive departmental budget annually and leverages limited resources to optimize outcomes.
- Cultivated a holistic external relations strategy to expand employer involvement and engagement with the university—including designing a year-round employer development marketing and recruitment strategy, cultivating and maintain employer and external relationships and partnerships, building employment pipelines for SCSU students, and a comprehensive employer stewardship program serving 200-300 organizations annually.

### *The University of Georgia*

*Athens, GA*

#### **Director of Experiential Programs, College of Journalism & Mass Communication**

Nov 2016 – June 2018

- Direct the day-to-day experiential programs strategy and operations for the undergraduate and graduate experience within the Grady College of Journalism and Mass Communication—including employer and external organization engagement, student engagement, faculty engagement, equity and inclusion strategy, and administrative excellence.
- Developed a strategic vision to increase the placement of Grady College students in experiential learning opportunities and full time jobs by developing and sustaining corporate relationships, working in partnership with the UGA Career Center, and collaborating with the Grady Board of Trust and Grady Society Alumni Board. Supervise two programming and engagement interns. Oversaw the integration of DEI strategy and engagement within the student experience at Grady Experiential Program.

- Planned, promoted, and executed annual career development events. Curated innovative dialogue and skills-based programming for undergraduate students surrounding the areas of equity, diversity and inclusion, career self-efficacy, and practical skill acquisition and application. Facilitated the college-wide mentoring program.

**Florida State University**

Tallahassee, FL

**Assistant Director - Employer Relations & Experiential Learning, Career Center** Feb 2014 – Oct 2016

- Managed and oversaw the day-to-day operation of the university-wide mock interview program—including the coordination of 600-700 mock interviews per calendar year; digital and print marketing; technology systems management; academic and student organization relationships; resource and budget development; recruitment, HR, and administrative processes for 20-25 undergraduate and graduate interns per year; and year-round employer engagement.
- Supervised one full time staff member, higher education program interns, and undergraduate student workers. Conducts annual evaluations of staff members. Coordinated and delivered the weekly Career Center student newsletter and the annual Universum survey to over 40,000+ undergraduate and graduate students
- Led the employer relations DEI Strategy and executed collaborative events for employers to engage with diverse student populations such as Seminole Success Night: A Celebration of Diversity and Leadership, employability workshops, and industry career panels. Served as a campus based liaison for the Student Disability Resource Center, Student Government Association identity-based student agencies, and Center for Academic Retention and Enhancement.
- Facilitated 5-10 requested outreach workshops, presentations, or programs per semester from Division of Student Affairs and academic and community partners to educate and inform students, faculty, staff, and administrators in regards to career and employability related topics and career center services

**Outreach & Engagement Graduate Assistant, Career Center**

Aug 2012 – Jan 2014

- Planned and coordinated outreach to approximately 2,000+ first-year students for the Career Center, including program development, presentations, and compilation and evaluation of program data.
- Executed the campus-wide 2012 Career Portfolio scholarship contest for undergraduate and graduate students and coordinated subsequent career center and corporate partner judging.
- Monitored, tracked, and reported over 600 participants' status for the Garnet & Gold Scholar Society (GGSS). Coordinated event planning items and logistics for GGSS fall 2014 semester induction ceremony. Utilized communication and management strategies to increase student participation in GGSS by 41% during the 2013-2014 academic year.

**Austin Peay State University**

Clarksville, TN

**Academic Success Coach/Pass Ambassador, Center for Teaching & Learning**

Jan 2011 – May 2012

- Performed inventories of difficult areas of the collegiate experiences and developed individualized goals for success for 10-30 students per semester

**Arby's Restaurant Group**

Clarksville, TN

**Manager**

Apr 2008 – Apr 2011

- Conducted profit-loss analysis on food, labor, and sales issues on a weekly and monthly basis
- Co-manage three budgets totaling in \$120,000 annually to address service needs for unit
- Oversaw the day-to-day management of the team member development program—including interviewing, training, and development of 20+ employees regarding company standards

**PROFESSIONAL ASSOCIATION & COMMUNITY LEADERSHIP ENGAGEMENTS**

**ACPA—College Student Educators International**

2012-Present

President-Elect, ACPA Leadership Council

February 2025 – Present

- The President is the senior elected officer of the Association and is responsible for guiding the Leadership Council and the Administrative Council in the stewardship of the Association. The President assumes the role after being elected by the ACPA membership and serving a term as President-Elect, both of which are voting members of the Leadership Council and the Administrative Council.

Vice President of Strategic Initiatives, ACPA Leadership Council *March 2024 – February 2025*  
 Director of Professional Development, ACPA Governing Board *March 2022 – March 2024*

- The VP position oversees the creation, implementation, and evaluation of the Association’s strategic plan and initiatives. The Director leads and collaborates around targeted initiatives surrounding association membership, leadership, and professional development with the International Office. The term of the Director of Professional Development is two years: 2022-2023 as an elect (non-voting) and 2023-2024 in the position.

ACPA20 Convention Chair *November 2018 – April 2020*  
 ACPA19 Career Development & Advancement Chair *May 2018 – April 2019*  
 ACPA Commission for Career Services Mentor *January 2018 – December 2018*  
 ACPA18 Career Development & Advancement Vice Chair *January 2017 – April 2018*  
 ACPA16 Career Central at Convention Team Member *March 2015 – April 2016*  
 ACPA Commission for Career Services, Directorate Board Member *July 2015 – April 2018*  
 ACPA Grow Mentor *June 2014 – May 2015*  
 ACPA Pan African Network, Directorate Board Member *June 2013 – May 2015*

**City of New Haven – Department of Youth & Recreation Department** 2019-Present  
 LGBTQ+ Youth Task Force Member

**Connecticut Department of Children and Families** 2021-2022  
 LGBTQ+ Advisory Board Member

**The Elm City Club** 2022-Present  
 Board Member

**New Haven Pride Center** 2024-Present  
 Board Member

## EDUCATION

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**PhD** Florida State University, Higher Education July 2021  
**MS** Florida State University, Higher Education May 2014  
**BS** Austin Peay State University, Political Science & Sociology May 2012  
 Undergraduate Certificate in Leadership Studies