



City of New Haven Boards and Commissions Application

Please submit either a resumé, CV, or a personal statement of interest with this application.

If you have any questions or difficulty submitting this application, please reach out to Alex Guzhnay at aguzhnay@newhavenct.gov or 203-946-7670.

First Name:	Joseph	Last Name:	Edwards
Home Address:	Street: 505 Sherman		
	City: New Haven	State: CT	Zip Code: 06511
Email Address:	jcurtisedwards54@gmail.com		
Phone Number:	(203) 479-2060		
Is this a mobile number?	YES ☒ NO ☐	Can we text you on this number?	YES ☒ NO ☐
Are you registered to vote in New Haven?	YES ☒ NO ☐		
Are you currently a New Haven Resident? (*City residency is a requirement)	YES ☒ NO ☐		
*What is your political party registration?	Democrat		

[*This information is only requested as it is required by the city charter (Article X Sec. 2-551) to ensure minority party representation on boards and commissions]

What is your current occupation?	New Haven Works Employer	Program Associate Job Title
Are you currently employed by the City of New Haven or the New Haven Public School System (NHPS)?	YES: ☐ NO: ☒	

Please select the Board(s) and/or Commission(s) you are interested in serving on. You may apply for more than one, but you can only serve on ONE Board or Commission at a time if you are selected for an appointment.

☐ Advisory Board for the Q-House	☐ Emergency Management Advisory Council
☐ Affordable Housing Commission	☐ Fair Rent Commission
☐ Affirmative Action Commission	☐ Financial Review & Audit Commission
☐ Aging Commission	☐ Greater New Haven Water Pollution Control Authority (GNHWPCA)
☐ Board of Assessment Appeals	☐ Historic District Commission
☐ Board of Education	☒ Homeless Advisory Commission
☐ Board of Ethics	☐ Housing Authority
☐ Board of Fire Commissioners	☐ Humane Commission
☐ Board of Park Commissioners	☐ Lead Poisoning Advisory Committee
☐ Board of Library Directors	☐ Library Board of Directors
☐ Board of Police Commissioners	☐ Livable City Initiative Board
☐ Board of Commissioners of New Haven's Port Authority	☐ New Haven Democracy Fund
☐ Board of Public Health	☐ New Haven Food Policy Council
☐ Board of Zoning Appeals	☐ Parking Authority
☐ Cable TV Advisory Council	☐ Peace Commission
☐ Capital Projects Committee	☐ Pension Taskforce
☐ City Employees Retirement Fund (CERF)	☐ Police and Fire Retirement Fund (PFRF)
☐ City Plan Commission	☐ Property Acquisition & Disposition Committee
☐ Citywide School Building Committee	☐ Redevelopment Agency
☐ Civilian Review Board	☐ Regional Water Authority (RWA) of South Central Connecticut
☐ Civil Service Board	☐ Solid Waste and Recycling Authority Board
☐ Climate Emergency Task Force	☐ Greater New Haven Transit District - Board of Directors
☐ Community Advisory Board for the Q-House	☐ Tweed New Haven Airport Authority Board
☐ Commission on Disabilities	☐ Youth Commission
☐ Commission on Equal Opportunities	
☐ Cultural Affairs Commission	
☐ Development Commission	
☐ Environmental Advisory Council	

Is this an appointment or reappointment request?

Appointment ☐
Reappointment ☒

Interests & Experiences

Why are you interested in serving on a Board or Commission?

I want to make an impact in serving the underserved unemployed and those coming home from incarceration

Why do you believe you would be a good fit for your selected Board and Commissions?

Yes, I have a lot to offer based on my experience with homeless and returning citizen.

Do you have any time commitments that would prevent you from participating in the board/commission meetings?

None

Demographics

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/Race

African American

Gender

Male

How did you hear about serving on a Board or Commission?

Pastor Darrell Brooks

Joseph C. Edwards

40 Donna Drive C-10

203-479-2060

New Haven, CT 06513

jcurtisedwards54@gmail.com

Skills

- ✓ Research and evaluation Skills
- ✓ Excellent written and communication skills
- ✓ Grant writing skills
- ✓ Budget preparation
- ✓ Computer: Microsoft Word, Outlook, Excel, Broadstripes CRM, DocuSign
- ✓ Ten years of mentoring and supervisory skills

Work History

New Haven Works, New Haven, CT

02/2022 - present

Program Associate

- Support 40-50 clients per fiscal quarter with the completion of their pre-employment screening (education, employment, criminal background search)
- Assist clients with requesting and obtaining employment and education documentation from IRS and educational institutions, respectively
- Coordinate with host organizations of community events and job fairs to schedule outreach
- Facilitate presentations to private audiences, such as transitional housing residents
- Speak to members of the public at festivals and other community events (15 events so far in 2022)

Beulah Heights Social Integration Program, New Haven, CT

Grant Writer

11/2007 – Present

- Researched grants and wrote grant applications for programming, operations, and capacity building
- Applied for approximately ten (10) grants per year, and secured \$80,000 - \$100,000 per year

Director of Administration

11/2020 – 06/2022

- Managed day-to-day operations, including programming budget and salaries
- Developed the intake and evaluation forms
- Researched salaries for job classifications and typical schedules; wrote job descriptions
- Networked with leadership of other social services non-profits, such as food pantries

Executive Director

07/2009 – 06/2014

- Monitored and evaluated programs for clients
- Developed strategic plans and logic model

- Oversaw the annual creation of a budget
- Managed and evaluated six (6) staff

Program Manager

11/2007 – 06/2009

- Completed intake forms with an average of 10 clients per day, in-person
- Provided wrap around services
- Taught financial education and employment readiness in groups of 8-10 people at a time

Superior Printing Ink, Inc. Hamden, CT

07/2002 to 06/2019

CLP Operator

- Labeled and processed ink for distribution
- Trained five (5) new members to the department
- Shipped ink daily (in drums, cans, cases, and cartridges); received shipments daily (e.g. office supplies)

Columbus House Inc., New Haven, CT

11/2014 - 03/2015

Residential Supervisor (Seasonal)

- Completed intake of 75 clients per day: signed in clients, assigned them to a bed in the facility, and gave them intake form to fill out
- Monitored and supervised 75 clients in the shelter during showers, meals, smoke breaks, and snacks
- Prepared hourly and daily reports on the computer for all staff on the shift
- Referred clients to case manager for services

Beulah Land Development Corporation Inc., New Haven, CT

02/2005 – 11/2007

Grant Writer/Housing Counselor

- Researched and wrote grants for capacity building and operational costs
- Provided financial education classes for 5 clients overall
- Provided wrap around services to the community through community-based events, such as back-to-school events and Christmas giveaways

Education

Southern Connecticut State University, New Haven, CT

Bachelor of Science in Education

University of New Haven, West Haven, CT

Completed courses toward MS in Public Administration