

**APPLICATION FOR APPOINTMENT – Treasure Coast Community  
Action Agency Advisory Board – Please Print**

**Type of Member:**

- ☒ A representative of business, industry, labor, religious, welfare, or education interests in the County.  
☐ A representative of low income population chosen by a democratic selection procedure.

Check One: ☐ Mr. ☐ Mrs. ☐ Ms. ☒ Miss ☐ Dr.

**RECEIVED**

By Donna Gordon at 2:14 pm, Dec 01, 2020

Name: Jessica Bright

Residence Address: 1165 SE Astorwood PL Stuart FL 34994  
Street - City - Zip Code

Mailing Address: \_\_\_\_\_  
(if different) Street - City - Zip Code

Commission District in which you reside: 2<sup>dg</sup> Staff will complete.

Are you available year round to attend meetings? ☒ yes ☐ no If no, what months are you available?

Telephone numbers: daytime: 634-9583 alternate: 200-4599 alternate: \_\_\_\_\_  
~ Area Codes are considered 772 unless you note otherwise. ~

EMAIL: outreachitpe@gmail.com

**Have you ever** pled guilty or "no contest" to a crime, been convicted of a crime, had adjudication withheld, prosecution deferred, been placed on probation, received a suspended sentence or forfeited bail in connection with any offense (except minor traffic violations)? Please show all convictions, including driving while intoxicated (DUI) convictions. ☒ yes ☐ no If yes, please provide the following information:

TYPE OF OFFENCES: Suspended DL - misdemeanor

DATES: 8/2010

PLACES (city/state): Broward County, FL

SENTENCES OR FINES: complete program, monitored/probation  
cost waived upon completion

A conviction record does not necessarily disqualify you for consideration. Factors such as age at time of offense, nature of violation, and rehabilitation will be considered. The Martin County Board of County Commissioners retains the right to remove, at will, any appointee to a Board or Committee with or without cause.

**EDUCATION/EXPERIENCE:** A resume is recommended to be attached containing this and any other information that would be helpful to the Board in evaluating your application. Resume or letter of qualifications attached? ☒ yes ☐ no



Education: H.S graduate, Certified Recovery Peer Specialist, 40hr Helping others Heal

Employment Experience: My current role is provide the community with education & outreach while supporting survivors of sexual trauma, please see resume for additional experience.

**Other experience** you feel would be helpful to the Board in making this appointment: I'm

an active member of Martin County Inter-Agency Coalition as well as Council of Social Agencies in SLC.

Community Experience and Affiliations: working knowledge of the

Treasure Coast, Okeechobee, & IRC mental health & non profit agencies and missions. The last 3 years I've developed personal relationships by doing outreach.

Other County Boards/Committees/Task Forces on which you have served: \_\_\_\_\_

TC Opioid Task Force, South East Florida Behavioral Health Network (managing entity)

Do you or any member of your immediate family work for Martin County or hold a position that might conflict with your duties for this Board/Committee/Task Force? If yes, please explain: \_\_\_\_\_

NO

**REFERENCES:** Please list two references:

Barbara Moody - 561-503-1323

Dianne Robinson - 973-868-0529

- Applicants may be required by State Law and County Ordinance to file a Financial Disclosure Statement as part of the appointment process.
- Under penalties of perjury, I declare that I have read the foregoing and that the facts stated in it are true. (Pursuant to Section 92.525 Florida Statutes, falsifying this application is a Third Degree Felony punishable by up to five years imprisonment and up to a \$5,000 fine.)
- Florida law prohibits an advisory board member from doing business with its agency (The County). Section 112.313(3) and (7), Fla. Stat.

→ **Signature:**

[Signature]

Date: 12/1/2020

Applications must be filed with Martin County Administration, 2401 SE Monterey Road, Stuart, Florida 34996 **by Friday, December 4, 2020.** All information submitted becomes public record. If you have any questions, please call (772) 221-1352 or send email to [dgordon@martin.fl.us](mailto:dgordon@martin.fl.us).



# JESSICA BRIGHT

772-634-9583 Outreachtp@gmail.com

## **OBJECTIVE**

Seeking a reputable position within an organization where I can utilize my knowledge, experience, and compassion for the community.

## **SUMMARY OF QUALIFICATIONS**

- **Administration:** Provides exceptional administrative support to peers and management. Track financial data, and accurately process client's payments. Outstanding communication skills, following directions. Invoicing, entry-level accounting knowledgeable. Accurate data entry.
- **Peer Advocacy:** Trained to provide one on one individual support. Facilitates empowerment groups and workshops. Recognizes peers through lived experience while encouraging their personal growth. Increases the capacity of individuals to make their own decisions in order to gain motivation and outcomes. Has working relationships with community partners in order to share resources with peers.
- **Technical Skills:** Adept with Microsoft Office, MailChimp, Google, Dropbox, specialized with office management systems, as well as CRMs. Knowledgeable with CSC and United Way reporting. Capable of managing multi-phone line systems. Faxing including efax, printers, copiers.
- **Key Strengths:** Excellent at developing relationships with community partners, clients and staff.. Highly organized, contentious; entrusted by management with confidential & internal sensitive materials. Adapt quickly to new and evolving environments. Naturally open and willing to learn new ideas and information in order to productively move forward around an office environment.

## **VOLUNTEER/BOARD POSITIONS:**

**Southeast Florida Behavioral Health Network**-Board of Directors: Develop, support and manage an integrated network of behavioral health services to promote the emotional well-being and drug-free living of children and adults in Indian River, Martin, Okeechobee, Palm Beach, and St. Lucie Counties.

**Project Lift, Palm City**-Monthly engagement to provide fresh, nutritious meals for program participants.

**Marys Shelter, Stuart** (2017-19)-Event speaking on behalf of residents, community project's, as well as assisting the case manager.

## **RELATED EMPLOYMENT**

**Inner Truth Project**-Port St. Lucie, Present employment (Community Outreach Coordinator, Peer Supporter) Provides outreach, education, and support services for teens, adults survivors of any sexual trauma.

**Mary's Home**-Stuart, Present per diem (Resident Advisor) Promote safety and support to pregnant homeless women and their babies in shelter

**Unity Recovery Group**- NPB FL (Lead Behavioral Health Technician) Supported individuals in treatment with substance abuse and mental health disorders

**New Path LLC**-Lantana FL (On-Site Manager) homeless shelter for Women

## **EDUCATION/CERTIFICATIONS**

Marjory Stoneman Douglas (High School)-Parkland, Florida

The Lord's Place (Job Readiness Program; Peer Advocate)-WPB, Florida

Helping Others Heal 40 Hour Course-Florida

Certified Recovery Peer Specialist (#CRPS100461-4)-Florida