



Wednesday, December 14, 2022

## City of Olympia Cultural Access Advisory Board Application

Advisory committees are a structured way for individual community members to share their opinions and perspectives, study issues, and develop recommendations in a focused small group. Their primary purpose is to provide judicious advice, from a community member's perspective, to the Olympia City Council.

The Olympia Cultural Access Program Advisory Board was established to ensure that the Cultural Access Program provides public benefits. The Board advises the City Council on the formulation of processes, procedures and criteria for carrying out the goals of the Cultural Access Program and ensures that the program's expenditures are invested based on the priorities and commitments made to Olympia voters.

The City of Olympia values participation from all perspectives and life experiences and looks for equity and inclusion in advisory committee appointments.

To reduce barriers to community member participation the City offers stipends of \$25 per meeting attended to advisory committee members. Those members who certify as low income are eligible to receive stipends of \$50 per meeting attended. Advisory Committee members may waive the stipend upon request.

The Olympia City Council's General Government Committee recommends appointments to the full Council. Recommendations are made following review of applications and interviews of qualified candidates.

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. Questions? Contact Dawn Carvalho, 360.753.8065, [dcarvalh@ci.olympia.wa.us](mailto:dcarvalh@ci.olympia.wa.us)

If you saved or submitted an application and did not receive a confirmation, please check your spam folder. When filed with the City, your application and attachment documents are public records and may be subject to public release.

**Name**

Anne Larsen

**Email**

[REDACTED]

**Address**

[REDACTED]  
[REDACTED]

**Select your neighborhood (Olympia residency is not required; however, it is a primary consideration. )**

Other

**If you choose other please write in your neighborhood here:**

Boston Harbor (outside city limits)



**Some appointments require that applicants reside within Olympia city limits. Even though your mailing address may be Olympia, you may reside in the County or another jurisdiction. Are you a resident of the City of Olympia?**

No

**Primary Phone Number**

[REDACTED]

**Alternate Phone Number**

[REDACTED]

## Interests & Experiences

Please keep answers concise and informative. You are introducing yourself to the Olympia City Council and sharing with them why you are interested in being considered for appointment. You may attach a resume.

**Attach a Resume**



2023\_ANNE LARSEN\_Resume.pdf

**Briefly describe why you wish to serve on Cultural Access Advisory Board.**

Arts, and the access to all and for all, has been an overarching theme throughout my time in Olympia. From the Performing Arts Initiative, Music in the Park, and Christmas in the Forest, to local artistic organizational clients, gallery exhibits, and several hundred performances at the Washington Center, I am extremely devoted to shared experiences through cultural programming. I am well versed in public outreach, collaborations, and creative funding to generate community engagement and participation around the arts.

**Describe your experience, qualifications, and/or skills which would benefit the Cultural Access Advisory Board.**

I have the great fortune of an amazing career in the nonprofit industry here in the Olympia area. Starting as a volunteer while my children were little and working my way up through bigger organizations and opportunities, both my volunteer and employed time has been diverse and educational. I have many years of managing nonprofit activities, with all sizes of organizations from small local PTAs to some of the largest nonprofits in Thurston County and across the state. Frequently, I help organizations with setting goals, developing the programs resources, and funding to accomplish their stated missions. I also have served on the other side of the table with grantmaking orgs, setting up equitable applications, reviewing outcomes, and determining funding, as well as post-grant reporting. My networking and community building has served me well over the years, and I look forward to the possibility of representing the Cultural Access Advisory Board for, and at, a variety of activities.

### **Share the ways you've been involved or have volunteered in the community.**

I have extensive experience in all aspects of running a successful nonprofit organization, from serving on a working board with no paid staff, to serving on community service boards with an office and staff, to working for boards as the paid staff. Each required different levels of engagement and participation, and I took advantage of every opportunity I have had to grow and learn. I feel extremely fortunate to be a nonprofit professional in Olympia, where the entire sector is supported and appreciated. I look for every opportunity to continue my learning, expand my network, and serve my community.

### **Describe your experience with and knowledge of the communities and organizations meant to be served by the Olympia's Cultural Access Program.**

I have worked with many of our local arts providers, particularly as a liaison to the Artistic Partners of the Washington Center and the 50+ groups participating in the Christmas Forest event with Providence St. Peter Hospital. I also worked with many of the graphic and visual artists as they were featured in the WCPA Gallery, and I currently provide administrative and event management to several as nonprofit clients. I have a strong interest in providing arts and culture into our community's residents; we have to build that sustainability by fostering an appreciation for art and live performances in our youth, our underserved populations, and those who do not see themselves as worthy of beautiful moments.

### **List your educational and/or professional background and area of study.**

My formal education is in healthcare and I worked as a registered nurse for many years prior to having my children. As the kids entered the K-12 school system, my volunteer time began! With more and more responsibility and the opportunity to change careers into the nonprofit job market, I have participated in years of nonprofit management continuing education.

### **Appointment to an advisory committee will require your attendance at evening meetings, and undertake other work (reading, meeting preparation etc.). How many hours per month are you willing to commit as a volunteer?**

My work as a nonprofit administrator allows for great flexibility; I will be available for evening and weekend committee needs and have time for reading and meeting preparation. I estimate up to ten hours a month, but can commit additional hours when necessary.

### **If you are not appointed to the Board at this time:**

**Do you wish to be considered for appointment to another Board or Commission?**

No

**Do you wish to be considered for future appointment to your preferred Board or Commission?**

Yes

**Would you be willing to volunteer for other City activities? You can find opportunities here:**  
[https://www.olympiawa.gov/news\\_\\_information/employment\\_\\_volunteering/volunteer\\_opportunities.php](https://www.olympiawa.gov/news__information/employment__volunteering/volunteer_opportunities.php)

Yes

**Thank you for your interest in serving on a City of Olympia Advisory Committee!**

**Please hit the "submit" button below when you have completed your application .**

## **ANNE LARSEN**

4923 Cushman RD NE, Olympia, WA 98506 \* 360 456 4601 \* [olyanne@outlook.com](mailto:olyanne@outlook.com)

- Fifteen plus years of leadership experience through professional and volunteer work
- Comprehensive administration, development and fundraising experience, including corporate relations, event planning and management, grant writing, and public speaking
- Excellent team-building, time management and problem-solving abilities
- Proficient at creating and implementing annual budgets, ensuring alignment with organizational mission, legal requirements, and accounting practices
- Strong delegation and communication skills used to organize and maintain connection with community members, local businesses, and volunteer networks

### **PROFESSIONAL DEVELOPMENT, ADMINISTRATION, AND LEADERSHIP EXPERIENCE**

June 2018-present: EVENTSUPPORT, LLC

- COO responsible for all aspects of business development, event management, and nonprofit administration for 50+ nonprofit clients

November 2015-June 2018: SOUTH PUGET SOUND COMMUNITY COLLEGE FOUNDATION

- Development Director responsible for all fundraising initiatives, including donor cultivation and stewardship; special event planning and executing; all annual giving, payroll deduction, and planned giving campaign activities; board and committee education and fundraising; coordinating all marketing materials; and managing the Scholarship campaign

July 2013-November 2015: THE WASHINGTON CENTER FOR THE PERFORMING ARTS

- Marketing Director responsible for all aspects of written and verbal communication strategies, local partnerships, media relations; annual budgeting; patron cultivation and retention;
- Supervisor to the Marketing Assistant, Graphics Coordinator, Development/Marketing Coordinator, and Box Office Manager and their staff of 5;
- Lead staff member on the Board of Directors Development Committee responsible for grant writing, corporate sponsorship, local business support, foundational relationships, individual giving membership campaign, and planned giving campaign

September 2012-July 2013: ORGSUPPORT, LLC

- Project Manager for a diverse multitude of nonprofit clients; responsible for all aspects of management including budgeting, fundraising, event planning, strategic planning, and volunteer management

October 2011-September 2012: HANDS ON CHILDREN'S MUSEUM

- Development & Events Coordinator in charge of all fundraising events including Sand in the City; coordinated board meetings and activities; assisted Development Manager with capital campaign, annual budget, and expansion of facility

### **VOLUNTEER EXPERIENCE**

Oct. 2015-Feb. 2019: SOUTH SOUND PARTNERS FOR PHILANTHROPY (SSFPF)

- Served as Vice-President (Nov. 2017-Feb. 2019); Secretary (Nov. 2016-Nov. 2017)

May 2013-present: PROVIDENCE ST. PETER FOUNDATION CHRISTMAS FOREST EXECUTIVE COMMITTEE

- Serve as Entertainment Chair for annual Christmas Forest week of celebration and fundraising
- Liaison with 30+ local artistic groups and entertainment providers, coordinating dozens of performances with the venue and technical crew

Oct. 2013-Nov. 2015: OLYMPIA DOWNTOWN ASSOCIATION (ODA)

- Served as Fall Ball Chair, Promotions Chair, and Economic Development Committee member

May 2010-Sept. 2015: OLYMPIA SCHOOL DISTRICT EDUCATION FOUNDATION (OSDEF)

- Served as President of Board of Trustees (June 2013-June 2015); Vice President of Board of Trustees (June 2011-June 2013)
- Served on Executive Committee, Development Committee, Grant Program Committee, Marketing Committee, and the Outdoor Education Committee
- Created the Performing Arts Initiative, a collaboration between the Olympia School District, the Washington Center for the Performing Arts, and the OSDEF

Sept. 2005-June 2013: BOSTON HARBOR SCHOOL

- PTA BOARD President (2008-2010), Secretary (2006-2008)
- EARTH DAY EVERY DAY: Co-founder and President of environmental education program
- SITE COUNCIL: Parent liaison to administration, teachers and parents in all aspects of academics

April 2009-May 2010: SAVE OUTDOOR SCHOOLS - OLYMPIA KIDS

- Co-founder of parent group dedicated to developing permanent funding for outdoor education in the Olympia School District, preventing the cancellation of Camp CISPUS; raised \$95,000 in 6 months using grassroots campaign and community networking

## REFERENCES

- Tanya Mote, Executive Director SPSCC Foundation (360) 596-5430
- Jill Barnes, Executive Director Washington Center for the Performing Arts (360) 753-8585
- Patty Belmonte, CEO, Hands On Childrens Museum (360) 956-0818
- Dick Cvitanich, Former Superintendent, Olympia School District (360) 596-6117
- Craig Ottavelli, Owner, OrgSupport (360) 753-7442