



# Boards, Commissions & Authorities

## 2016 Supplemental Application

*This is a supplemental application for consideration for appointment to the Littleton Election Commission only.*

### 1. Contact Information

Name	<b>Carol Porter</b>	Date submitted	07/11/2016
Address	7976 S Datura Cir W, Littleton, CO 80120	Filename	Board Supp App 2016 - Carol Porter
Mailing address		Resident for	15 years, 4 months
Occupation	Technology Consultant	Email address	carolporter@mail.com
Day phone	303-798-7393	Mobile phone	303-888-3682

### 2. Education

	School names and addresses	Courses of study	Years
1	Univerisyt of Houst, C.T. Bauer College of Business, 4400 University Drive Houston, TX 77204-2027	M.B.A.	1982-1986
2	Baldwain-Wallace University, 275 Eastland Road Berea, OH 44017	B.A. Marketing	1972-1980
3	Capella University, Capella Tower 225 South 6th Street, 9th Floor Minneapolis, MN 55402	Ph.D. Management	2002

### 3. Board Preference

*This supplemental application is for consideration for appointment to the Littleton Election Commission only.*

Election Commission	
Statement	I am presenting myself as a candidate for appointment to the Littleton Election Commission because I want the citizens of Littleton to have fair and transparent oversight of our local elections and to ensure the integrity of those elections. I am committed to using my skills, ability and expertise to serve the City of Littleton and its citizens.
Skills	<ul style="list-style-type: none"> <li>* Knowledge of City Charter</li> <li>*Extensive experience leading collaborative efforts in the development of business plans, policies and procedures, requirements gathering and project planning</li> <li>* Highly developed communication, facilitation and presentation skills.</li> <li>* Demonstrated ability to establish credibility, facilitate a clear understanding of issues and influence change where appropriate.</li> <li>* Demonstrated understanding of Roberts Rules of Order</li> </ul>
Experience	Media and Communications Manager for The Committee to Elect Nancy Doty 1989 to present (The Coca-Cola Company, Oracle, Workday and 15 years as am independent management consultant) - my work experience requires direct interaction with and making recommendations to Executive level managers (CEO, CFO, CIO and CHRO) and collaboration with managers, leadership teams and subject matter experts. I have performed thousands of hours of interviews with employees, up and down the org chart, to determine needs, situations, procedures and issues in order to develop and execute project plans, develop written policies and procedures, determine the efficacy of controls and prepare business cases for investment. In my current role with Workday (Nov 2015 to present), I evaluate the value that customers have realized from their investment and prepare Board level deliverables to communicate the value realized and areas of

opportunity that allow the customer to maximize value. My experience with The Coca-Cola Company (1988-1995) included leading a business function of 75 direct reports and managing and developing 13 direct reports, interviewing and hiring and a one year assignment in St. Petersburg, Russia where I developed nationals that had no experience in capitalism or enterprise to conduct the company's business. That assignment required patience, the ability to coach for performance and diplomacy. As an independent consultant (1996-2013), I have developed and delivered professional trainings and presentations to a wide audience of constituents.

#### 4. Other Information

Provided by applicant for consideration	Graduate of Leadership Program of the Rockies, Class of 2016 Passed the CPA exam in Texas in my first sitting Accounting Faculty, Graduate School of Business, Jones International University 2001-2004 Accounting Instructor, Arapahoe Community College 2001-2013 Attended policy development training
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Approved ( Yes / No ) \_\_\_\_\_ Date \_\_\_\_\_  
Board \_\_\_\_\_  
Notified by phone, email, other \_\_\_\_\_ Initials \_\_\_\_\_ Date \_\_\_\_\_