

Louisville Metro Council City Agency Request

- Neighborhood Development Fund (NDF)
- Capital Infrastructure Fund (CIF)
- Municipal Aid Program (MAP)
- Paving Fund (PAV)

Primary Sponsor: Rick Blackwell

Amount: \$19,750 **Date:** 8/1/19

Description of program/project including public purpose, additional funding sources, location of project/program and any external grantee(s):
 Funding for Executive Director position with the Southwest Dream Team to serve as liaison with Louisville Forward. Job description is attached.

City Agency: Louisville Forward
Contact Person: Rebecca Fleischaker
Agency Phone: 574-2974

I have reviewed this request for an expenditure of city tax dollars, and have determined the funds will be used for a public purpose and have the attached documentation from the receiving department concerning the project/expenditure.

12		\$3,125	Jul 26, 2019
District #	Council Member Signature	Amount	Date

Approved by: _____		_____	
Appropriations Committee Chairman		Date	
Clerk's Office & OMB Use Only:			
Request Amount: _____	Amended Amount: _____		
Reference #: _____	To OMB: _____		
Budget Revision #: _____			
Account #: _____			
To Project Manager: _____	Completion Date: _____		
Actual Cost: _____	Funds Returned: _____		

Department/Project:
Louisville Forward/Southwest Dream Team Executive Director

Additional Signatures

I have reviewed this request for an expenditure of city tax dollars, and have determined the funds will be used for a public purpose.

Council Member Signature and Amount

District 1	<i>Jessie Effen</i>	\$ 1,000 ⁻
District 2		\$
District 3		\$
District 4		\$
District 5		\$
District 6		\$
District 7		\$
District 8		\$
District 9		\$
District 10		\$
District 11		\$
District 12		\$
District 13	<i>Manny Fox</i>	\$ 3125 ⁰⁰
District 14	<i>Jindi Fowler</i>	\$ 3125 ⁰⁰
District 15	<i>Kevin Taylor</i>	\$ 3125 ⁰⁰
District 16		\$
District 17		\$
District 18		\$
District 19		\$
District 20		\$
District 21	<i>Quashon</i>	\$ 3125 ⁰⁰
District 22		\$
District 23		\$
District 24		\$
District 25	<i>Deb you</i> (P13)	\$ 3,125 ⁰⁰
District 26		\$

NDF, CIF, MAP OR PAV INTERAGENCY CHECKLIST

Interagency Name: Louisville Forward	
Program/Project Name: Southwest Dream Team Executive Director	
	Yes/No/NA
Request Form: Is the Request Signed by all Council Member(s) Appropriating Funding?	Yes
Request Form: If matching funds are to be used, are they disclosed with account numbers in the request form description?	NA
Request Form: If matching funds are to be used, does the amount of the request exclude the matching fund amount?	NA
Request Form: If other funds are to be used for this project, are they disclosed with account numbers in the request form description?	NA
Funding Source: If CIF is being requested, does Metro Louisville own/will own the real estate, building or equipment? If not, the funding source is probably NDF.	NA
Funding Source: If CIF is being requested, does the project have a useful life of more than one year? If not, the funding source is probably NDF.	NA
Ordinance Required: Is the NDF request to a Metro Agency greater than \$5,000? If so, an ordinance is required.	Yes,
Ordinance Required: Is the request a transfer from NDF to cost center? If so, is the amount given for the fiscal year \$25,000 or less?	NA
Supporting Documentation: Does the attachment include a valid estimate and description of cost?	Yes

Submitted by: James K. McPherson

Date: 7/26/19



SOUTHWEST DREAM TEAM

*Leading a united south end & southwest Louisville
to take action, raise expectations,
and unite our community.*

Southwest Dream Team
PO Box 58933
Louisville, KY 40268
info@swdreamteam.org
(502)230-8008

JOB DESCRIPTION

Job Title

- Part-time Executive Director
- Reports to the Southwest Dream Team Board of Directors

About Us

- The Southwest Dream Team (SWDT) is a 501(c)(3) nonprofit founded in 2008 to address the negative perceptions of the south end and southwest Louisville and to help drive economic and community development of the area. **Our mission is to lead a united south end and southwest Louisville to take action, raise expectations, and unite our community.**

Our Work

- **South Points Scenic Area**
 - The South Points Scenic Area (SPSA) Tourism Initiative works in partnership with Louisville Metro Government to promote the natural and cultural attractions of the South Points Scenic Area. Our tourism map, produced annually, is distributed throughout Jefferson County and viewed by 100,000 individuals including visitors and locals alike.
- **Future Dreamers Civic Leadership Program**
 - This program was launched in May of 2019. This is a series of five, 2-hour workshops that helps expose community members to the opportunities and assets of our community, and helps connect them to the knowledge and resources necessary to address these challenges. This program will be hosted twice a year during the Spring and Fall.

Responsibilities

- **Programming:**
 - Oversees the annual production and distribution of the South Points Scenic Area Map and tourism initiative (secures sponsorships, oversees design and distribution)
 - Facilitates the bi-annual Future Dreamers civic leadership academy (recruits participants, enlists community leaders to speak, secures event locations and caterers)
- **Outreach:**
 - Chief spokesperson for the SWDT. Represents the organization to the community and fosters a good relationship and image among the organization and the general and philanthropic community in the greater Louisville area
 - Represents the SWDT and SPSA at relevant community meetings
 - Builds partnerships with local organizations to support growth of our program areas
- **Board Development:**
 - Coordinates with Board of Directors to host committee meetings
 - Supports the work of the Board committees to build capacity of the organization
- **Communications/Administration:**
 - Publishes bi-monthly e-newsletter on Mailchimp, maintains social media accounts
 - Maintains organization's database and communicates clearly with Board and stakeholders

Preferred Skills/Knowledge

- Bachelor's degree in relevant field
- One to three years of experience in nonprofit, business, social services, or other relevant fields
- Strong organizational and communications skills
- Ability to prioritize capacity building within a part-time framework
- Proficiency with Microsoft Office Suite (Word, Excel, Powerpoint)
- Experience or willingness to learn programs such as: Mailchimp, Canva, etc.
- Experience in social media (Facebook, Instagram, Twitter, etc.)
- Experience or interest in strategic planning
- Experience or interest in the financial management of nonprofits

Preferred Qualifications/Experience

- Excellent interpersonal and communication skills, self-motivated
- Flexible and a self-starter; able to multi-task while also being highly detail oriented
- Valid driver's license and ability to provide own transportation
- Will have access to sensitive financial, business, and personnel information that must be held in confidence
- Will demonstrate integrity, credibility, and a commitment to the mission of the Southwest Dream Team

Physical Requirements

This position may require the ability to lift objects of at least 20 pounds in weight. Physical requirements will vary depending upon the specific duties to be accomplished. The schedule for this position is flexible, and up to the discretion of the candidate. Attendance of some regular meetings will be required. Attendance may be required at special events during normal working hours or outside the normal work week.

Compensation & Benefits

This is a part-time position for an independent contractor (~20 hours/week). Compensation will be commensurate with skill level and experience. Benefits of this position include the ability to develop your own schedule, flexibility in working remotely, and access to all necessary job materials and technology (laptop, printer, etc.). Opportunities for additional support, such as a part-time intern, may be available if desired.

Application Process

Please submit resume and cover letter with salary requirements to info@swdreamteam.org by June 23. Position is currently open and will remain open until filled. Questions regarding the position should be directed to 502-230-8008 or to info@swdreamteam.org.

EQUAL OPPORTUNITY EMPLOYER – The Southwest Dream Team provides equal employment opportunities (EEO) to all employees and applications for employment without regard to race, color, religion, sex, national origin, age, disability or genetics.