

NAME:	Gilbert	Steven	Lee
	LAST	FIRST	MIDDLE

COUNTY OF RESIDENCE: Kent ALTERNATE PHONE: \_\_\_\_\_

☐ Yes      ☒ No      If yes, please explain

## **EDUCATION AND EXPERIENCE**

(please attach a resume)

<b>SCHOOL/COLLEGE/UNIVERSITY NAME AND ADDRESS</b>	<b>DEGREE EARNED OR NUMBER OF CREDIT HOURS</b>	<b>YEAR GRADUATED</b>
Kenowa Hills High School 3825 Hendershot Ave NW, Grand Rapids, MI 49544	High School Diploma	2011
Grand Valley State University 1 Campus Dr, Allendale Charter Twp, MI 49401	Political Science, B.A.	2015
University of Florida Gainesville, FL 32611	Public Health, M.P.H.	In Progress

### **EMPLOYMENT HISTORY**

<b>EMPLOYER NAME/ADDRESS</b>	<b>POSITION HELD</b>	<b>DATES OF EMPLOYMENT</b>
Michigan Senate, 201 Townsend St., Lansing, MI 48933	Legislative Director	Jan. 2019 - Present
<b>RESPONSIBILITIES:</b> Work on behalf of Senator to move bills through the legislative process, monitor district issues as assigned, and maintain budget priorities.		
<b>EMPLOYER NAME/ADDRESS</b>	<b>POSITION HELD</b>	<b>DATES OF EMPLOYMENT</b>
City of Walker	City Commissioner	Nov. 2017 – Present
<b>RESPONSIBILITIES:</b> Serve as the elected representative for members of my ward of the city. In this role, I serve as Chair of the Ordinance Committee, Mayor Pro Tem and serve on a number of other committees. As a City Commissioner, I am responsible for helping steer the city and making crucial decisions including approving a budget, master plan and many others.		
<b>EMPLOYER NAME/ADDRESS</b>	<b>POSITION HELD</b>	<b>DATES OF EMPLOYMENT</b>
Michigan House of Representatives, 124 N. Capitol Ave, Lansing, MI 48933	Legislative Aide	Oct. 2016 – Dec. 2018
<b>RESPONSIBILITIES:</b> I worked on behalf of the Representative to move bills through the legislative process, monitored district issues as assigned, handled all constituent contact in the office and helped to monitor budget activity in some departments.		

### **ADDITIONAL AREAS OF INTEREST/EXPERIENCE (civic organizations, clubs, volunteer work, etc.)**

<b>ORGANIZATION</b>	<b>ACTIVITIES</b>	<b>DATES</b>
The Rapid	Serve on Board of Directors	Jan. 2019 - Present
Hand2Hand	Volunteer	Sporadically since 2017

Is there any additional information you would like to share about yourself?

The only other thing I want to say is that I have been following the activity at the Lakeshore Regional Entity for some time now. The work that this board does is something I am truly excited about getting involved in. I come from the policymaking world and have experience serving at the board level for multiple organizations, so I believe I will be able to contribute quickly. I have worked and have excellent relationships with a few of the LRE members and look forward to the opportunity to meet and work with the others. If anyone has questions for me or if there are any concerns, I would love the opportunity to address them and anyone can feel free to contact me at any time through my cell phone or email address at the top of the application.

# Steven Gilbert

(616)828-7763

944 Roger St. NW, Walker, MI

[StevenLGilbert@outlook.com](mailto:StevenLGilbert@outlook.com)

## Education

**Kenowa Hills High School 2011 | High School Diploma**

**Grand Valley State University 2015 | Bachelor's Degree**

- Political Science (B.A.) with minor in City and Regional Planning
- Sustainable City and Regional Planning Certification

**University of Florida (In Progress) | Master's Degree**

- Public Health (M.P.H.) – Expected Graduation May 2022

## Skills

- Experienced in policy research and data collection
- Well versed on Local, State and Federal legislative issues
- I have experience with web-design and social media management
- Experience working with interest groups, stakeholders and policy offices in a legislative capacity
- Experienced in handling both public and constituent relations
- I have taken Microsoft Office courses

## Experience

**Jan. 2019 – Present | Legislative Director**

Michigan Senate | 201 Townsend St., Lansing, MI 48933

- Responsible for management of various committees for the Senator
- Work to draft legislation and move it through the legislative process
- Manage State budget priorities for the Senator
- Handle policy research on key statewide issues as well as on prospective legislative issues
- Manage relationships with key stakeholders and colleagues in the legislature

**Jan. 2019 – Present | Board Member**

The Rapid | 250 Grandville Ave SW, Grand Rapids, MI 49503

- Represent the City of Walker as a member of the Board of Directors
- Approve operational decisions including contracts, expenditures and budgets
- Help to guide the long-range planning for the organization and transit in the region
- Worked closely on projects to expand service within The Rapid system
- Appointed to The Rapid's CEO Search Committee to help find an appropriate candidate to lead the organization

**Nov. 2017 - Present | City Commissioner – 1<sup>st</sup> Ward**

City of Walker | 4243 Remembrance Rd. NW Walker, MI 49534

- Elected Mayor Pro Tem by my colleagues on the Commission
- Approve budgets, help develop a master plan and set priorities for the City
- Chair the City of Walker Ordinance Committee
- Served the City since 2015 as a Planning Commissioner, Elected to City Commission in 2017

**Oct. 2016 – Dec. 2018 | Legislative Aide**

Michigan House of Representatives | 124 N. Capitol Ave, Lansing, MI 48933

- Responsible for management of Transportation Appropriations Subcommittee materials and preparation
- Handled multiple pieces of legislation for the Representative
- Championed robust public outreach program for the office
- Drafted Press Releases for the Representative, wrote speeches, and developed talking points

References available upon request