

JILL HEROLD
31 Gorham Street
Cambridge, MA 02138
(617) 864-0872

EXPERIENCE

- 1972-
present ADMINISTRATOR, Child Care Resource Center, Inc., Cambridge, MA.
responsibilities include:
- *contract, grant and fiscal administration of a \$90,000 budget*
 - *grant writing and fund raising*
 - *development of personnel job descriptions and policies*
 - *representing the agency on various community and statewide committees*
 - *providing technical assistance in general administration to area child care centers*
 - *informing area child care centers of current welfare policy*
 - *contributing to monthly agency newsletter, including regular column on welfare issues*
- 1971-
1972 PARENT ADMINISTRATOR, Agassiz Community Children's School, Inc., Cambridge, MA.
co-founded the school; responsibilities included all non-teaching duties, budgeting, licensing and general coordination of the program
- 1965-
1968 FOURTH GRADE TEACHER, Willard School, Concord, MA.

EDUCATION

- 1965 B.S. in ELEMENTARY EDUCATION
University of Maryland (College Park, Maryland)
- 1961-
1962 *University of Maryland (Munich, Germany)*

CONTINUING PROFESSIONAL TRAINING

- 1978 "Financial Management" of Management Skills Development Program,
Price Waterhouse
- 1977 "Grants & Management", workshop, Suffolk University, Center for Public
Management
- 1976 "Accounting for Non-Profit Organizations", workshop, Kendall Foundation
and Price Waterhouse

PROFESSIONAL COMMITTEE WORK

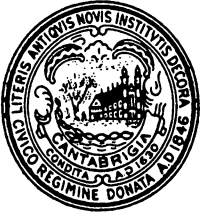
- 1977-
present EARLY CHILDHOOD INTERAGENCY PLANNING COMMITTEE, member
A statewide committee established by the Executive Office of Human Services and the State Department of Education to develop a State Plan for the delivery of services to children from birth to six with special needs.

PROFESSIONAL COMMITTEE WORK cont'd.

- 1976-
present EARLY CHILDHOOD EDUCATION COMMITTEE FOR CAMBRIDGE PUBLIC SCHOOLS, member
A committee established by the Superintendent of Schools to develop a plan for the involvement of the Public Schools in early childhood education.
- 1974-
present STATE WIDE DAY CARE ADVISORY COMMITTEE, co-chairperson 1974-1976
A committee advisory to both the Department of Public Welfare and the Office for Children around day care policy and budget.

OTHER PROFESSIONAL AND COMMUNITY ACTIVITIES

- 1976-
present Agassiz School Parent Teacher Association, steering committee
- 1974-
present Cambridge Family and Children's Service, board member
- 1974-
1976 Cambridge Local Council for Children, board member
- 1971-
1976 Agassiz Community School Council, treasurer



CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139
Tel. 876-6800

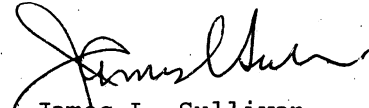
EXECUTIVE DEPARTMENT
JAMES L. SULLIVAN
City Manager

October 2, 1978

To the Honorable, the City Council:

This is to advise you that I have appointed Jill Herold, 31 Gorham Street, Cambridge, as the Human Services Planning Coordinator, replacing Linda Broderick who was on loan from the Housing and Urban Development Department and has returned to that agency. Enclosed please find Ms. Herold's resume.

Very truly yours,



James L. Sullivan
City Manager

JLS/b

Agenda #4

A-141

Appointment of Jill Herold as the Human Services Planning Coordinator.

In City Council,

October 2, 1978

10/2/78

Placed on File -