



# MUNICIPALITY OF ANCHORAGE

## Assembly Memorandum

No. AM 240-2021

Meeting Date: April 27, 2021

1 **From: MAYOR**

2  
3 **Subject: Executive appointment – confirmation hearing**

4  
5 Pursuant to the Municipality of Anchorage Charter in sections 5.02, 5.03 through  
6 5.05 and the Anchorage Municipal Code sections 2.30.095, 3.20.020 and 3.20.070, I  
7 ask the Assembly to confirm the following executive and department head that I  
8 have appointed:

9  
10 

<u>Name</u>	<u>Position</u>
Clifford Armstrong III	Chief Equity Officer

11  
12  
13 A resume submitted in accordance with Anchorage Municipal Code section 3.30.173  
14 is attached for your information.

15  
16 **THE ADMINISTRATION RECOMMENDS APPROVAL.**

17  
18 Prepared by: David M. Samsa, Human Resources Executive  
19 Assistant

20 Approved by: Cheryl Evans, Human Resources Director

21 Concur: Anna C. Henderson, Municipal Manager

22 Respectfully submitted: Austin Quinn-Davidson, Acting Mayor



# Municipality of Anchorage

Austin Quinn-Davidson  
Acting Mayor

April 2, 2021

Clifford Armstrong III  
[REDACTED]

Dear Mr. Armstrong,

I am pleased you have accepted the executive position of Chief Equity Officer (position 30008817) with the Office of the Mayor. Your executive appointment begins April 26, 2021.

Your salary will be based on an annual salary of \$115,003.20 (\$55.29 per hour) and is paid on a bi-weekly basis. This is a salaried position and as such is exempt from the minimum wage and overtime provisions of the Federal Fair Labor Standard Act. You will serve in an appointed capacity at the pleasure of the Mayor.

On an annual basis beginning April 26, 2021, you will receive eighty (80) hours of non-cashable leave in accordance with Anchorage Municipal Code (3.30.174.J).

In accordance with the Anchorage Municipal Code (3.30.173), executive employees shall submit a resume prior to hire or appointment. Under Municipal policy, your resume will become a public record and be included within your personnel file. In addition, your appointment is subject to confirmation by the Municipal Assembly.

The Municipal Executive Team and I look forward to working with you.

Sincerely,

*Austin Quinn-Davidson*

Austin Quinn-Davidson

cc: Personnel File  
Central Payroll

# Clifford Armstrong III

## Education

Oklahoma State University  
California State University San Bernardino

M.S. International Studies 2012  
B.A. African History 2009

## Relevant Experience

**City of Tacoma**  
Tacoma, WA

**Equity in Contracting & Workforce  
Development Program Manager**  
2017 - Present

- Develop, implement, and assess the first contracting program in WA state with mandatory Minority & Woman Owned Business Enterprises (MWBE) requirements
- Supervise, develop, evaluate, and retain three employees
- Support the development of equitable contracting and hiring strategies and tactics across several departments, work groups, and teams at the City and Tacoma Public Utilities to ensure meaningful progress is achieved at closing equity gaps.
- Serve as subject matter expert with other government agencies on topics of equitable contracting, local hire, and workforce development programs
- Apply for, secure, and manage Environmental Protection Agency Environment Workforce Development and Job Training Grant
- Serve as chair of Workforce Development Committee for Clover Park Technical College
- Provide budget management for four Diversity, Equity, and Inclusion-based programs ~\$2m biennially
- Facilitate community outreach and collaboration with business, resident, and public agency constituencies.
- Maintain a high level of visibility as the City's lead on equity-related policies and program

**School's Out Washington**  
Seattle, WA

**Program Quality Coordinator**  
2014 – 2016

- Recruit new coaches and assessors who are representative of the community they will work within.
- Develop and facilitate training to embed diversity, equity, and inclusion into program delivery.
- Develop and facilitate training for learning community meetings of youth development professionals on topics ranging from the Active Participatory Approach to Structural Racism to Youth Voice.
- Present at local conferences and training symposiums.
- Assessed expanded learning opportunity programs to provide feedback for improvement areas.

**Seattle Public Utility**  
Seattle, WA

**Creeks, Drainage, and Storm-water  
Advisory Committee Member**  
2015 – 2016

- Participate in City of Seattle Race and Social Justice Initiative training.
- Ensure SPU programs have an equity lens with new program Research and Development.

**Rainier Valley Corps**  
Seattle, WA

**Community Engagement Chair**  
2015-2016

- Foster community building with BIPOC communities in the Rainier Valley of Seattle.
- Organize and facilitate monthly meetings with staff and volunteers.
- Develop and facilitate quarterly meetings with Rainier Valley Community.

**Jewish Family Services**

Kent, WA

- Assess and address the curricular and co-curricular needs of immigrant and refugee clients
- Serve as an advocate for immigrant and refugee students
- Participate in panels about culturally competent educational programming

**Educational Services VISTA**

2013 - 2014

**International Rescue Committee**

San Diego, CA

- Serve and support immigrant and refugee clients

**Front Desk Volunteer**

2013

**Student Association of Global Affairs**

Stillwater, OK

- Facilitated cross cultural meetings and events.

**President**

2012

**Rio Vista Elementary School**

San Bernardino, CA

- Taught English language skills to elementary school of 98% BIPOC children.
- Validated the cultural strength and identity of students in culturally competent curriculum program pilot.

**America Reads Tutor**

2010 – 2011

**Other Experience****Community Council of Tacoma & South Tacoma Neighborhood Council**

Tacoma, WA

**Member****Council Member**

2017 – 2018

**Desert Best Friend's Closet**

Palm Desert, CA

**Program Director Intern**

2013

**Family Resource Center**

Stillwater, OK

**Community Relations Staff**

2012

**California State University San Bernardino History Journal**

San Bernardino, CA

**Editor**

2011

**Students for Quality Education**

San Bernardino, CA

**Member**

2010 – 2011

**Lake Elsinore High School**

Wildomar, CA

**Coach**

2008

**Professional Association and Memberships****International City/County Management Association**

2018 – Present

**American Society for Public Administration**

2018 – Present

**United Way of King County Project LEAD Alumni**

2015 - Present

**Language Skills****English**

- Native Speaker

**Spanish**

- Limited Working Proficiency-Working Proficiency