PRINT FORM

RECEIVED BY

SEP 15 2015

CITY CLERK'S OFFICE
CITY OF BIRMINGHAM

City of Birmingham
A Walkable Community

OFFICE USE ONLY
Meets Requirements? Yes No

Confirmed Interview Date:
/ /

Will Attend/Unable to Attend

APPLICATION FOR CITY BOARD OR COMMISSION

(Please print clearly)

Museum Board
Board/Commission of Interest

Vacant Member Position
Position of Interest

Name Caitlin Rosso

Address 355 Columbia
Birmingham MI 48009

Business 275 S Old Woodward
Birmingham, MI 48009

Phone 248 229 4227

E-mail caitlinrosso@maxbroock.com

Length of Residence 25 Years

Occupation Real Estate Broker

Reason for interest I feel that my experience as an intern and resident of Birmingham makes me uniquely qualified for a position on the museum board. I know this community and I am dedicated to giving back.

Related Employment Experience (Please indicate dates)

A. Real Estate Broker Max Broock- Birmingham 2014- Present

B. Birmingham Historical Museum and Park Summer Intern 2013

C. Museum Studies Minor at Central Michigan University

Education: Graduated from Central Michigan University Dec 2013 BAA Entrepreneurship and Museum Studies. Michigan Real Estate Brokers License.

Past Experience or Other Relevant Information (City Boards, Churches, Civic or Community Groups, Memberships, Associations, etc. Attach resume or additional page if necessary):
Please See Additional

To the best of your knowledge, do you or a member of your immediate family have any direct financial or business relationships with any supplier, service provider or contractor of the City of Birmingham from which you or they derive direct compensation or financial benefit? If yes, please explain:
Not to my knowledge

Are you an elector (registered voter) in the City of Birmingham? Yes

Caitlin Rosso
Signature of Applicant

9/15/2015
Date

NOTE: All members of boards and commissions are subject to the provisions of City of Birmingham City Code Chapter 2, Article IX, Ethics and the filing of the Affidavit and Disclosure Statement. Questions regarding this may be directed to the city clerk - 248.530.1880.

3H1

CAITLIN E. ROSSO

CaitlinRosso@MaxBroock.com
(248) 229 4227

Home Address
355 Columbia Street
Birmingham, MI 48009

To whom it may concern,

I was excited to hear about the opening on the Museum Board. Given my personal and professional experiences with the Museum, I feel that I am uniquely qualified for a position on the Museum Board. I am a lifelong, fifth generation Birmingham Resident. As local Real Estate Broker I can contribute a business-orientated mindset with a vast knowledge of business operations, social media, marketing, and a real estate specific knowledge of the community.

I studied Museum Studies at Central Michigan University. I have both a formal education and working knowledge of museums and how they function within a community. I participated in the Birmingham Historical Museum and Park summer internship program. I was able to a gain hands on experience and an understanding of our museum and the important role it plays in our community.

I have a life long interest in Birmingham's history. It started with old family photos and my grandparent's stories about growing up in Birmingham. It continued in elementary school when I participated in the tours of Greenwood Cemetery, the Hunter House, and other historical places in Birmingham. I also made an appearance in the "Birmingham Not So Long Ago" video filmed at the Hunter House.

Please consider me for this position, I am dedicated to contributing to the already wonderful job the current museum board is doing. I am enthusiastic about the opportunity to participate in our museums important future.

Please find attached list of relevant past experience requested on the application.

Thank you for your time and consideration,

Caitlin E. Rosso

Caitlin E. Rosso

Please Find Below a List of My Relevant Experience:

- Worked with Birmingham Historical Museum and Park staff to develop the Hats Off Exhibit
- Worked Day to Day Operations as an Intern
- Guided school tours in both Allen House and Hunter house
- Handling and arranging loan objects: Bollman Hat Co.
- Participated in Fundraising Bigby Coffee Event and Chad Smith Event
- Attended board and friends meetings 2013, 2015
- Member of Friends of Museum Board
- Created and Designed Exhibit Graphics and Branding
- Participated in Revised Mission Statement Discussion
- Close relationship with businesses and business owners in this community
- Personal Marketing and Branding for Real Estate Business
- Familiarity with Social Media and Digital Marketing Formats
- Proficient in Word, Excel, Prezi, HTML, Microsoft Project, Outlook, Office, Adobe Photo Shop, Canva, Wordpress.
- Notary Public