

## CITY OF SOMERVILLE – PERMANENT FIREFIGHTER

### SUMMARY

Driven professional seeking to transition from a successful career in social services to a full-time firefighter position with the City of Somerville. Brings a strong foundation in physical endurance, community service, and teamwork. Adept at managing high-stress situations with emotional resilience and proven problem-solving abilities. *Recognized for delivering exceptional customer satisfaction through compassionate and responsive service.* Eager to leverage problem-solving skills and a deep commitment to public safety in a firefighting role. Ready to undertake rigorous training and embrace the challenges of becoming a valuable member of the firefighting team.

### SKILLS AND EXPERTISE

- Physical Strength & Endurance
- Community Service
- Teamwork
- Communication Skills
- Emotional Resilience
- Problem-Solving
- Dependable
- Adaptable
- Customer Satisfaction

### PROFESSIONAL EXPERIENCE

**City of Somerville | Somerville, MA**  
**Deputy Director, Department of Racial and Social Justice**  
*January 2022 – Present*

- Oversee and manage all RSJ operations, including procurement, payroll, hiring, and translation services.
- Partnered with Somerville Fire Department, Veterans Affairs, and Human Resources to create digital and print recruitment resources to increase potential firefighters within Somerville.
- Conduct weekly evaluations of financial statements, analyze trends, and develop program grants and financial contracts.
- Designed key components of RSJ's community engagement strategy to reimagine policing and public safety, including surveys, focus groups, and interviews.
- Build and maintain relationships with stakeholders: local agencies, elected officials, and national organizations on RSJ priorities.
- Served as Interim Liaison for the Somerville Commission for Women and Human Rights Commission.

**City of Somerville | Somerville, MA**  
**Health and Human Services Case Manager**  
*December 2020 – January 2022*

- Served as the "single point of entry" for all inquiries to HHS.
- Provided 24/7 crisis intervention services for Somerville residents displaced by fires. Provided post-fire support for individuals and families, supported over 100 people in 2021.
- Developed intake templates and policies for Somerville Fire Department to better track and support displaced residents efficiently.
- Coordinated with City agencies and community partners to meet the health and wellness needs of constituents.
- Led the selection and implementation of performance management software in collaboration with city departments.
- Launched the Growing Gardeners Workshop series, engaging 100+ residents new to gardening.

**Boston Sports Clubs | Boston, MA****Personal Trainer***April 2015 – April 2020*

- Designed personalized fitness plans for clients, focusing on functional movement, mind-body practices, and strength training.
- Integrated Ayurvedic principles and meditation into wellness routines for sustainable lifestyle changes.

**The City of Cambridge, College Success Initiative | Cambridge, MA****Consultant***August 2013 – December 2014*

- Led the first metrics-driven analysis of 25+ OST providers and city agencies, cataloging city-wide post-secondary preparation services.
- Conducted surveys, interviews, and focus groups with stakeholders to improve college readiness programs.
- Created a pilot college preparation program for high school seniors.
- Designed a prototype website to support resource sharing among partners.

**Richard W. Cole, Esq. | Greater Boston****Consultant***June 2013 – December 2020*

- Supported investigations on school climates, recommending interventions to improve race and equity issues.
- Researched and synthesized information to shape stakeholder perceptions on race relations and educational equity.

**The Right Question Institute (RQI) | Cambridge, MA****Director of Educator Network***September 2011 – March 2013*

- Led the social marketing campaign to implement the “Question Formulation Technique” in schools and districts.
- Built an online network of 2,200+ educators in 9 months.

**SquashBusters | Boston, MA****Program Director***September 2010 – June 2011*

- Managed program operations, budgets, and logistics, while overseeing partnerships with schools and external agencies.
- Supervised seven full-time staff and coordinated volunteer recruitment.
- Designed case management tools to address students' academic and social-emotional needs.

**Harlem Children's Zone (HCZ) | New York, NY****Consultant***September 2005 – September 2010*

- Co-developed and managed Project ESO, a college and career readiness program.
- Managed program logistics and budgets with staff, vendors, and volunteers.

**Institute for Urban and Minority Education (IUME) | New York, NY****Senior Program Associate***September 2004 – September 2008*

- Managed parent engagement programs, including workshops, events, and policy briefs.
- Organized Supplementary Education Expos attended by 1,500+ participants.

**The Elbenwood Center for the Study of Family as Educator | New York, NY**  
**Research Assistant**

*September 2004 – September 2010*

- Assisted in the design and coordination of programs, workshops, and events.
- Taught graduate-level courses: Museum as Educator and Family as Educator.

**Recording for the Blind & Dyslexic (Learning Ally) | Princeton, NJ**  
**Outreach Consultant**

*September 2003 – June 2004*

- Collected data for potential funding sources and prepared reports for government and foundations.

**New Brunswick Public Schools | New Brunswick, NJ**  
**Grant Writer**

*October 2001 – June 2002*

- Secured a \$105,000 grant from Delta Dental of New Jersey by generating proposals and supporting documents.

**Civic League of Greater New Brunswick | New Brunswick, NJ**  
**Step-Up Advisor**

*September 2001 – June 2003*

- Advised 8th-grade students on applications for the Whitney Young Scholars program.
- Facilitated leadership workshops and coordinated community service projects.

**New Brunswick Public Schools | New Brunswick, NJ**  
**Health and Social Service Specialist**

*August 2001 – June 2004*

- Connected students and families with social services and resources.
- Developed a student-run food and clothing pantry for families in need.

**Trenton Youth Connection | Trenton, NJ**  
**Director**

*August 2000 – August 2001*

- Developed weekly curriculum and community service programs for middle and high school students.
- Directed a summer camp for 100 youth, supervising 25 counselors and volunteers.

**Crisis Ministry of Princeton and Trenton | Princeton, NJ**  
**Assistant Director**

*July 1999 – June 2000*

- Developed hunger and homelessness prevention resources for 60 faith-based organizations and 30 local schools.
- Coordinated volunteer efforts from Princeton University, local businesses, and schools to support community initiatives.
- Secured grant funding, organized community service projects, and contributed to program policy and budget development.
- Provided direct assistance to clients, helping them access emergency housing, food, and rental support.

**INTERNSHIPS**

**Hospital of the University of Pennsylvania–Clinical Pastoral Education | Philadelphia, PA**  
**Chaplain Intern**

*June 2000 – August 2000*

- Completed an 800-hour intensive pastoral counseling program.
- Provided spiritual and emotional support to patients, families, and hospital staff across maternity, intensive care, and trauma units.
- Responded to emergency room traumas, acting as a liaison between patients and their next of kin during crises.
- Conducted daily visits with patients and families, prepared verbatim reports, and facilitated communication between hospital units and staff.

#### **First Presbyterian Church of New York City | New York, NY**

##### **Seminary Intern**

*September 1996 – May 1997*

- Developed and launched an after-school bag lunch outreach program for local children.
- Created and led weekly educational programs for New York University students.
- Volunteered overnight in the church's homeless shelter, preparing meals and supporting shelter guests.

#### **Medical Benevolence Foundation | Nairobi, Kenya**

##### **Seminary Intern**

*May 1996 – August 1996*

- Co-led an eight-member travel and study group visiting churches, clinics, hospitals, and orphanages across Kenya.
- Conducted on-site examinations of health and education issues affecting both rural and urban communities.
- Engaged with local leaders and communities to assess challenges and opportunities for improving access to healthcare and education.

### **VOLUNTEER SERVICE**

#### **America-Israel Friendship League: Emerging Scholars Program**

##### **Participant and Group Leader**

*February 2005; October 2005 – April 2006*

- Organized a week-long travel/study tour in Israel for selected graduate and post-graduate students.
- Coordinated logistics with the President and staff of the America-Israel Friendship League.
- Recruited participants from colleges and universities across the U.S.

#### **National Chairperson, National Committee on Self-Development of People**

*Presbyterian Church (U.S.A.)*

*May 2003 – May 2005*

- Directed the review and allocation of over \$4 million annually in grants to more than 100 international organizations focused on economically disadvantaged communities.
- Led and facilitated National Committee and Steering Committee meetings, setting agendas and guiding discussions to address key matters and make informed recommendations.
- Collaborated with staff to develop and recommend the committee's budget, ensuring effective use of resources.
- Oversaw planning and evaluation functions of the committee, fostering strategic initiatives and improvements.

#### **Member, Families Against Mandatory Minimums**

*October 2003 – June 2005*

- Recruited and mobilized members to advocate for changes in state and federal criminal sentencing laws.
- Worked collaboratively to influence policy reform and promote fair sentencing practices.

#### **National Vice-Chairperson, National Committee on Self-Development of People**

*Presbyterian Church (U.S.A.)*

*May 2002 – May 2003*

- Implemented personnel policies and procedures for the General Assembly Council (GAC), including recommending individuals for re-nomination.
- Chaired the annual performance review of the SDOP Director, ensuring alignment with organizational goals.
- Engaged with SDOP staff to facilitate discussions on policies and program enhancements.

#### **Northeast Task Force Chairperson, National Committee on Self-Development of People**

*Presbyterian Church (U.S.A.)*

*May 2001 – May 2002*

- Moderated task force meetings, developed agendas, and managed committee assignments to drive progress.
- Hosted and engaged with visitors, presenting reports and setting policies for the Northeast region.
- Maintained strong relationships with partnership advocates and welcomed new committee members.

#### **Community Volunteer, New Jersey State Prison**

*November 1999 – June 2006*

- Supported the development of educational programs for bilingual and monolingual inmates.
- Conducted workshops on public speaking, advocacy, politics, and re-integration, aiding inmates in their personal and professional development.
- Provided support to families of inmates, helping them navigate the challenges of incarceration.

#### **Member, Global Mission Planning Team**

*November 1998 – November 1999*

- Planned, organized, and promoted three global mission conferences, engaging over 1,500 international participants.
- Contributed to the strategic development of conference agendas and content.

#### **Member, Thuma Mina Mission Drama Troupe**

*June 1997 – March 2000*

- Co-wrote and performed in a play addressing the challenges and experiences of people living abroad.
- Performed at over 40 faith-based venues, conferences, and camps across the United States.
- Raised awareness and fostered dialogue on global issues.

### **WORKSHOPS AND PRESENTATIONS**

**Flythe, S.** (June 27, 2024). *Keynote.* "Reading Frederick Douglass Together", Somerville, MA.

**Flythe, S.** (July 9, 2022). *Presenter.* "Brister Freeman Celebration", Thoreau Society, Concord, MA.

**Flythe, S.** (June 19, 2022). *Presenter.* "Coming Out Part 2", Connexion Church, Somerville, MA.

**Cole, R. and Flythe, S.** (February 13, 2020). Lincoln-Sudbury School Climate Survey Results, Lincoln, MA.

**Cole, R. and Flythe, S.** (February 6, 2020). Lincoln-Sudbury School Climate Survey Results, Boston, MA.

**Flythe, S.** (July 11, 2013). *Presenter.* Woodrow Wilson Teaching Fellow Conference, Philadelphia, PA.

**Flythe, S.** (December 1, 2012). *Presenter.* Learning Forward Annual Conference, Boston, MA.

**Flythe, S.** (November 9, 2012). *Presenter.* Coalition for Essential Schools Annual Conference, Providence, RI.

**Flythe, S.** (April 26, 2012). *Presenter.* Coalition of Schools Educating Boys of Color, Durham, NC.

**Flythe, S.** (March 31, 2012). *Presenter.* Sowing Seeds of Justice Conference, Boston, MA.

**Flythe, S.** (March 24, 2012). *Presenter*. ASCD Annual Conference, Philadelphia, PA.

**Flythe, S.** (2008). *College Conversations: The Creative Intelligence of Families*. Harlem Children's Zone.

**Flythe, S.** (2007). *Supporting Your Child as a Knowledge Creator*. Rockland County Community College.

**Flythe, S.** (2007). *The Ubiquity of Knowledge*. Keynote Speech, CEJES Institute Annual Scholars Program.

**Flythe, S.** (2007). *Breaking Knowledge Barriers*. Kuwaiti Institute for Scientific Research.

**Flythe, S.** (2007). *Pivotal Moments: High School to College Transitions*. Kuwait City, Kuwait.

**Flythe, S.** (2007). *Martin Luther King, Jr. Birthday Speech*. St. James Presbyterian Church.

**Flythe, S.** (2006). *Breaking Down Walls: The Fun Art of Communication*. Neighborhood Youth and Family Service Managers Retreat, Darien, CT.

**Flythe, S.** (2006). *Theater Workshop Series*. Harlem 50/St. James Community Partnership, Harlem, NY.

**Flythe, S.** (2005). *Identifying Your Triggers*. Neighborhood Youth and Family Service Staff Retreat, Darien, CT.

**Flythe, S.** (2005). *Community Building*. First Presbyterian Church of Trenton, Trenton, NJ.

**Flythe, S.** (2004–2010). *Selected Community Workshops*. Institute for Urban and Minority Education, Teachers College, Columbia University, New York, NY.

**Flythe, S.** (2004–2010). *Selected Community Workshops*. Elbenwood Center for the Study of Family as Educator, Teachers College, Columbia University, New York, NY.

**Flythe, S.** (2004). *Keeping Our Brothers*. Witherspoon Street Presbyterian Church, Princeton, NJ.

**Flythe, S.** (2004). *Justice is Possible*. Keynote Speech, Annual Banquet, New Jersey State Prison, Trenton, NJ.

**Flythe, S.** (1999). *Simple Living and Consumerism*. Global Mission Conference of the Worldwide Ministries Division, Presbyterian Church (U.S.A.), Seattle, WA.

**Flythe, S.** (1998–2005). *Selected Community Workshops: Self-Development of People*. Locations include San Diego, CA; Oklahoma City, OK; New York, NY; Trenton, NJ; Newark, NJ; San Salvador, El Salvador; Santo Domingo, Dominican Republic; Homestead, FL; New Orleans, LA; San Antonio, TX; Providence, RI; and Boston, MA.

## **CIVIC ENGAGEMENT & COMMUNITY INVOLVEMENT**

### **Vice-Chairperson**

*Somerville, MA, Ward 5 Democratic Party  
March 2024 – Present*

- Provide leadership and strategic direction for the Ward 5 Democratic Party, facilitating community engagement and political initiatives.
- Collaborate with party members to develop and implement local policies and programs.

### **Co-Organizer**

*Concord, MA, Thoreau Society, "Brister Freeman Celebration"  
January 2022 – July 2022*

- Coordinated and managed the Brister Freeman Celebration, honoring historical figures and fostering community awareness.
- Engaged with local stakeholders and organized events to promote cultural heritage.

### **Member**

*Somerville, MA, Somerville Police Search Committee*

*October 2021 – May 2022*

- Contributed to the search and selection process for the new police chief, focusing on community needs and public safety.
- Participated in interviews, evaluations, and discussions to ensure transparency and effectiveness.

**Member**

*Somerville, MA, Somerville Arts Council, Cultural Space Task Force  
October 2020 – October 2021*

- Assisted in the development of policies and recommendations for the utilization and enhancement of cultural spaces in Somerville.
- Collaborated with local artists and community members to support and expand cultural opportunities.

**Advisory Member**

*Capuano School Council, Somerville, MA  
September 2015 – June 2016*

- Provided guidance and support for school initiatives, curriculum and community engagement strategies.
- Participated in discussions on educational policies and community involvement.

**Advisory Member**

*RSTA Program Advisory, Cambridge, MA  
2013 – 2014*

- Advised on program development and strategic planning for the RSTA program, enhancing educational outcomes and community impact.

**Member**

*Toastmasters, Somerville, MA  
September 2013 – June 2015*

- Developed and honed public speaking and leadership skills through active participation and engagement with Toastmasters.

**Board Member**

*It Takes A Village, Cambridge, MA  
2013 – 2014*

- Supported organizational goals and initiatives, focusing on community development and support services.

**Board Member**

*Boston Family Engagement Partnership, Boston, MA  
2013*

- Contributed to strategies and programs aimed at enhancing family engagement within the Boston community.

**Task Force Member**

*Supporting Liberatory Teachers of Color Program, Boston, MA  
2012 – 2013*

- Collaborated on initiatives to support and empower teachers of color, promoting educational equity and inclusion.

**Mentor**

*Multicultural Scholars Program/Museum Without Walls, Seattle, WA  
October 2008 – September 2009*

- Provided mentorship and guidance to students exploring historical Civil Rights cities throughout the South.

#### **Facilitator/Coach**

*Boys Town of New York School, Brooklyn, NY  
2008*

- Led workshops and coaching sessions to support student development and educational outcomes.

#### **Facilitator**

*Graham-Windham Beacon Center, New York, NY  
2006 – 2008*

- Facilitated educational programs and activities for youth, focusing on personal growth and community involvement.

### **EDUCATION**

#### **Graduate Studies in International Educational Development**

*Teachers College, Columbia University | New York, NY  
Specialization: Family and Community Development*

#### **Clinical Pastoral Education Certificate**

*Hospital of the University of Pennsylvania | Philadelphia, PA  
2000*

#### **Master of Divinity**

*Princeton Theological Seminary | Princeton, NJ  
1999*

#### **Bachelor of Arts, Political Science**

*Rutgers College, Rutgers University | New Brunswick, NJ  
1994*

### **CONTINUING EDUCATION**

#### **Leaders in Health Certificate**

*Harvard T.H. Chan School of Public Health | Boston, MA  
2022*

- Completed a leadership program that introduced the fundamentals of community-based participatory research (CBPR), program planning, and evaluation, equipping participants with skills to drive health initiatives in diverse communities.

#### **Certified Ayurvedic Health Counselor**

*Boston Ayurveda School | Brookline, MA  
2019*

- Completed a 644-hour training program covering Ayurvedic lifestyle practices, history, and foundational texts. Specialized in Ayurvedic cooking, digestion, clinical assessments, and medical Sanskrit.
- Gained expertise in holistic health and wellness, conducting over 50 client consultations to assess and provide personalized health recommendations based on Ayurvedic principles.

#### **Pilates Reformer I**

*Balanced Body | Boston, MA  
2016*

- Completed certification in Pilates Reformer I, enhancing expertise in fitness and physical conditioning.



## **Certified Personal Trainer**

*American Council on Exercise (ACE) | Boston, MA*  
2015

- Achieved certification as a personal trainer, specializing in fitness assessment and program development.

## **AWARDS/HONORS/ACHIEVEMENTS**

- **MassCultural Council**  
*Cultural Recovery Award*  
\$5,000  
2023
- **Boston Marathon**  
*Completed the 127th Boston Marathon*  
Raised \$2,500 for Children's Advocacy Center  
April 17, 2023
- **Boston Marathon**  
*Completed the 126th Boston Marathon*  
Raised \$7,500 for Patrick's Promise Foundation  
April 18, 2022
- **SquatchApple 50-Mile Run**  
*Completed in 11 hours, 58 minutes*  
April 9, 2022
- **Somerville Arts Council**  
*BIPOC Fellowship Grant*  
\$5,000  
November 2020
- **Foundation for Excellence in Education**  
*Top Submission for My School Information Design Challenge*  
Jones-Flythe Submission  
September 2014
- **President's Diversity Grant, Teachers College, Columbia University**  
\$2,000 awarded to the Elbenwood Center for the Study of Family as Educator  
2007
- **Flying East, Ltd.**  
\$30,000 awarded to the Harlem Children's Zone  
2007
- **Beta Zeta Boule Fraternity, Inc.**  
\$30,000 awarded to the Institute for Urban and Minority Education, Teachers College, Columbia University  
2006
- **Delta Dental of New Jersey**  
\$105,000 awarded to New Brunswick Public School Health and Wellness Center  
2002
- **Ronald McDonald's House Charities**  
\$2,000 awarded to Lincoln Elementary School  
2002

## **FOREIGN TRAVEL**

- **El Salvador**  
*Personal*  
February 2025 (Planned)
- **Belize**  
*Personal*  
February 2024
- **Netherlands, Dubai and Kuwait**  
*Excelsior Admissions*  
June 2007
- **Italy**  
*Personal*  
February – March 2007

- **Israel**  
*American-Israel Friendship League*  
March 2005, February 2006
- **Mexico**  
*Self-Development of People*  
May 2003
- **Dominican Republic**  
*Self-Development of People*  
May 2002
- **El Salvador**  
*Self-Development of People*  
May 2000
- **Puerto Rico**  
*Self-Development of People*  
May 1998
- **England**  
*Medical Benevolence Foundation*  
June 1996
- **Kenya**  
*Medical Benevolence Foundation*  
June 1996
- **Honduras**  
*Reconciliation and Mission*  
June 1995
- **Nicaragua**  
*Reconciliation and Mission*  
February 1995
- **El Salvador**  
*North American Missionaries Meeting*  
December 1994
- **Costa Rica**  
*Reconciliation and Mission*  
September 1994 – June 1995

#### **COMPUTER /SOFTWARE SKILLS**

Productivity: *Chatgpt, Microsoft Outlook/Office Suite, Google Drive, Zoom, Asana, Slack*  
 Management: *Apricot, Jotform, Blackboard, Dropbox, Constant Contact*  
 Marketing/Design: *Canva, Adobe Illustrator, Squarespace, WordPress*  
 Social Media: *Facebook, Youtube, X, Instagram, LinkedIn, WhatsApp*

#### **LANGUAGE SKILLS**

Basic Spanish

*References Available Upon Request*