

Application Form

Profile

Sara D Guillermo
First Name Middle Last Name

[Redacted] Suite Apartment
Home Address

Martinez CA 94553
City State Zip

[Redacted]
Day Phone

[Redacted]
Email Address

District Locator Tool

Resident of Supervisorial District:

☒ District 5

IGNITE CEO
Employer Job Title

Length of Employment

15 years

Do you work in Contra Costa County?

☐ Yes ☒ No

If Yes, in which District do you work?

How long have you lived or worked in Contra Costa County?

30 years

Are you a veteran of the U.S. Armed Forces?

☐ Yes ☒ No

Board and Interest

Which Boards would you like to apply for?

Local Planning and Advisory Council for Early Care and Education (LPC): Submitted

Seat Name

Consumer

Have you ever attended a meeting of the advisory board for which you are applying?

☐ Yes ☒ No

If Yes, how many meetings have you attended?

Education

Select the option that applies to your high school education *

☒ High School Diploma

College/ University A

Name of College Attended

University of Santa Cruz

Degree Type / Course of Study / Major

BA in Psychology

Degree Awarded?

☒ Yes ☐ No

College/ University B

Name of College Attended

University of Denver

Degree Type / Course of Study / Major

Masters in Social Work

Degree Awarded?

☒ Yes ☐ No

College/ University C

Name of College Attended

Degree Type / Course of Study / Major

Degree Awarded?

☐ Yes ☒ No

Other Trainings & Occupational Licenses

Other Training A

Harvard Executive Leadership

Certificate Awarded for Training?

☒ Yes ☐ No

Other Training B

Certificate Awarded for Training?

☐ Yes ☐ No

Occupational Licenses Completed:

Qualifications and Volunteer Experience

Please explain why you would like to serve on this particular board, committee, or commission.

I have previous community board service in Concord, where I served on the Pleasant Hill and Concord Healthcare District Commission where we granted nonprofits to meet the health equity needs in Concord and Pleasant Hill. I am interested in serving on this Board because I am a mother of two kids, 6 and 2 years old. I am deeply interested in the planning for early care and education as our country continues to grapple with incredibly expensive childcare needs.

Describe your qualifications for this appointment. (NOTE: you may also include a copy of your resume with this application)

I have lived in Contra Costa county nearly my entire life and have gone through the public education system at MDUSD. I have also fostered kiddos and supported and advocated for their educational resources as I am now doing for my own children. In addition to these lived experiences, I worked in schools for a majority of my career before stepping into my role leadership role at IGNITE. I have deep understanding of systems and the barriers that we face in serving our children. I hope to bring my lens and expertise to the commission as we navigate the current landscape of education.

Upload a Resume

Would you like to be considered for appointment to other advisory bodies for which you may be qualified?

☒ Yes ☐ No

Do you have any obligations that might affect your attendance at scheduled meetings?

☒ Yes ☐ No

If Yes, please explain:

As of now, just the general childcare and potential existing meetings. I could certainly work around, with enough notice.

Are you currently or have you ever been appointed to a Contra Costa County advisory board?

☐ Yes ☒ No

If Yes, please list the Contra Costa County advisory board(s) on which you are currently serving:

If Yes, please also list the Contra Costa County advisory board(s) on which you have previously served:

List any volunteer or community experience, including any advisory boards on which you have served.

Community work includes Red Cross, MDUSD, John Muir. Boards - Pleasant Hill/Concord Healthcare District Committee; Battery Powered; the Breasties

Conflict of Interest and Certification

Do you have a familial or financial relationship with a member of the Board of Supervisors? (Please refer to the relationships listed under the "Important Information" section below or Resolution No. 2021/234)

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Do you have any financial relationships with the County such as grants, contracts, or other economic relationships?

☐ Yes ☒ No

If Yes, please identify the nature of the relationship:

Please Agree with the Following Statement

I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith. I acknowledge and understand that all information in this application is publicly accessible. I understand that misstatements and/or omissions of material fact may cause forfeiture of my rights to serve on a board, committee, or commission in Contra Costa County.

☒ I Agree

Important Information

1. This application and any attachments you provide to it is a public document and is subject to the California Public Records Act (CA Government Code §6250-6270).
2. All members of appointed bodies are required to take the advisory body training provided by Contra Costa County.
3. Members of certain boards, commissions, and committees may be required to: (1) file a Statement of Economic Interest Form also known as a Form 700, and (2) complete the State Ethics Training Course as required by AB 1234.
4. Meetings may be held in various locations and some locations may not be accessible by public transportation.
5. Meeting dates and times are subject to change and may occur up to two (2) days per month.
6. Some boards, committees, or commissions may assign members to subcommittees or work groups which may require an additional commitment of time.
7. As indicated in Board Resolution 2021/234, a person will not be eligible for appointment if he/she is related to a Board of Supervisors' member in any of the following relationships:
 - (1) Mother, father, son, and daughter;
 - (2) Brother, sister, grandmother, grandfather, grandson, and granddaughter;
 - (3) Husband, wife, father-in-law, mother-in-law, son-in-law, daughter-in-law, stepson, and stepdaughter;
 - (4) Registered domestic partner, pursuant to California Family Code section 297;
 - (5) The relatives, as defined in 1 and 2 above, for a registered domestic partner;
 - (6) Any person with whom a Board Member shares a financial interest as defined in the Political Reform Act (Gov't Code §87103, Financial Interest), such as a business partner or business associate.

SARA DENISE GUILLERMO, MSW

[REDACTED], MARTINEZ, CA 94553
[REDACTED]

EXECUTIVE MANAGEMENT

Accomplished and results-oriented executive leader with a proven track record of growing national organizations in the nonprofit sector. Ability to successfully manage programming, operations and financial oversight. Experience building inclusive cross-functioning team environments utilizing strong interpersonal skills. Excel in dynamic, demanding, fast-paced environments while remaining focused and pragmatic.

Core Competencies

- Strategic Planning
- Program Development, Oversight and Growth
- Operations
- Leadership and Management
- External Relations and Policy
- Fund Development

PROFESSIONAL EXPERIENCE

IGNITE, Oakland, CA

June 2021 - Present: CEO

Provide operational and programmatic oversight to IGNITE's daily operations and national strategy. Raise resources for organizational operations. Lead national strategic vision and plan for the organization. Supervise senior leadership team and Board of Directors.

June 2020 – May 2021: Executive Director

July 2016 – May 2020: Chief Program Officer

July 2015 -June 2016: CA State Director

Accomplishments

- Co-designed and led a strategic plan to grow IGNITE from a state-based program that served 1,000 young women to a nationally recognized organization that is annually training 10,000 young women in 36 states to run for office in their communities.
- Secured over \$12,000,000+ in funding from individuals, foundation and corporate partners, including Ford Foundation, Schusterman Family Foundation, Mackenzie Scott, Pivotal Ventures, New York Women's Foundation, California Endowment, Facebook, Glossier, GAP, and Levi Strauss Foundation.
- Designed, executed and scaled a national fellowship program that has trained over 100+ Fellows.
- Designed a high school curriculum license model to offer the IGNITE programming to educators across the country.
- Partnered with high profile organizations and elected leaders to design and host hundreds of virtual and in person political mobilization events, day long political leadership conferences and multi-day legislative advocacy trips.
- Coached and developed emerging leaders to contribute to the design and execution of IGNITE's programs annually.

Aspire Public Schools, Lionel Wilson College Preparatory Academy, Oakland, CA

July 2012 – July 2015: Wrap-Around Programs Director

Oversaw school wide operations and administration. Managed \$1.5 million dollar school site budget. Provided cross-functional supervision: directly supervised two Program Managers and general oversight of 30 employees.

August 2011 – June 2012: Assistant Director

August 2009 – July 2011: After-School Lead Educator

Accomplishments

- Designed and executed regular training for 30+ educators annually on socio-emotional and academic tracking curriculum that reached over 500+ underserved 6th-12th grade students.
- Designed 10+ innovative programs focusing on youth leadership, service-learning and mentorship that were delivered to 150+ students daily.

- Cultivated and secured key partnerships including: Peer Health Exchange, College Summit, BUILD, IGNITE, Bay Area Urban Debate League, Global Glimpse, UC Berkeley Robotics Program, Citizen Schools.
- Collaborated with administration, educators and school staff to write the Western Association of Schools & Colleges accreditation report.
- Mentored and coached 50+ part-time and full-time employees, volunteers and interns.

buildOn (formerly Building with Books), San Francisco, CA

August 2008 – July 2010: Program and Youth Advisory Council Coordinator

Cultivated over 30 government, school and community partnerships for service learning after-school programs.

Accomplishments

- Designed, facilitated, and evaluated regional community service projects, summer leadership and internship programs that served over 300 youth.
- Designed and executed a student leadership advisory group.
- Conducted intern orientations and training; provided supervision for program intern.

Building Bridges (formerly Seeking Common Ground), Denver, CO

August 2008 – June 2009: United States Follow-Up Program Coordinator

Designed an interactive youth development curriculum for a national program.

August 2007 – July 2008: Programs Intern

Accomplishments

- Developed, facilitated and evaluated objective-driven yearlong leadership development program with youth ages 16 to 19 from across the United States.
- Cultivated strong community relationships to coordinate host-family placements for summer program participants.
- Wrote and secured \$50,000 in grants

EDUCATION

Masters of Social Work, June 2008

University of Denver; Denver, Colorado

Concentration in Leadership, Program Development & Community Organizing

Bachelor of Arts in Psychology, June 2006

University of California, Santa Cruz; Santa Cruz, California

Minor in Legal Studies; Service Learning in Costa Rica, Summer 2005

VOLUNTEER EXPERIENCE

Board Member, June 2023 - Present

Battery Powered

Concord & Pleasant Hill District Grant Committee Member, September 2017 – June 2021

City of Concord

Mentor, May 2017 – June 2021

East Bay Community Foundation

Advisory Council, September 2020 – Present

The Breasties

MEDIA & SPEAKING ENGAGEMENT

Highlights

[Arizona's Outrageous Abortion Rollbacks Will Backfire in November](#), DC Journal, April 2024

[Candidates must close enthusiasm gap with young voters](#), Las Vegas Sun, March 2024

[Abortion is the way 2024 candidates need to engage gen z](#), Newsweek, January 2024

[Women Running for Office Have to Worry About One More Thing: Their Phones](#), New York Times, November 2019