



MATT TUERK
MAYOR

435 Hamilton Street
Allentown PA 18101

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TO: Michael Hanlon
City Clerk

FROM: Matt Tuerk
Mayor

DATE: November 30, 2022

SUBJECT: Authorities, Boards, Commissions Appointments

Mayor Tuerk has approved the following appointment for City Council's consideration.

<u>Name</u>	<u>Authority/Board/Commission</u>	<u>Term to Expire</u>
Josh Novak	Board of Recreation	2/20/2025

Josh Novak was recommended by Becki Kiss, Chair of the Board of Recreation, as a great representation of the south side of the city." He will be replacing Louis Stalsitz, who resigned from the board last month.

Authorities, Boards, and Commissions
Request for Appointment

Applicant Name: Josh Novak

Email: JaguarNono@gmail.com

Phone: 4843475927

Address: 934. S. Poplar St. Allentown, PA. 18103

Authority, Board, Commission: Recreation_Board

Reason For Application: I would like to help continue grow our recreation program. I work in team environments and I am excited to see projects through. I am also uniquely in touch with youth culture and believe that can positively enhance our outreach and communication.

Agreement to Verify Tax Payments: Agree

Submitted Date: 7/8/2022, 2:56:19 PM

Josh Novak

Jaguarnono@gmail.com | 484.347.5927

Handles multiple responsibilities at all levels of management, is results-driven, and dedicated to the growth and success of the team. Creates meaningful relationships with staff and the community.

Areas of Expertise

Industry history and knowledge, customer service and curating the customer experience, social media content creation

Professional Experience

Homebase Skateshop - Bethlehem, Pennsylvania (2010-Present)
Head of Operations

Prioritize schedule to manage multiple tasks; check in with locations and employees, monitor stocks and supplies of inventory, plan and develop future events, and communicate within the management team to develop strategies for success both in brick-and-mortar locations and e-commerce sites.

- Liaison between Homebase and third-party vendors and platforms, and delivers personalized customer service.
 - Collaborate with the design team to create content for social media and website, contact person for local partnerships.
 - Planned, organized, and executed successful events to support the community in and out of the physical store. With a focus on content creation for social media and future promotion.
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