

Application Form

Profile

Prefix	Sandra	I	Hernandez	Suffix
	First Name	Middle Initial	Last Name	

sandy.hernandez09@gmail.com

Email Address

2449 Mosby Ct	Suite or Apt	
Home Address		
Harrisonburg	VA	22801
City	State	Postal Code

How many years have you been a resident of Harrisonburg?

15

Home: (540) 209-2718	
Primary Phone	Alternate Phone

Smooth Day Spa	Assistant Office Manager
Employer	Job Title

Demographics - (Submission of this information if voluntary and will not subject you to any adverse treatment should you chose to not complete)

Ethnicity

☒ Hispanic

Gender

☒ Female

What is your age?

☒ 30-40 years old

Are you reapplying for a current position you hold? *

☒ Yes

Which Boards would you like to apply for?

Blue Ridge Community College Board of Trustees (BRCC): Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

BRCC is an institution of higher learning that has a lot of students who are part of demographic groups that I am also part of and that aren't largely represented in the leadership of BRCC. I think it is vital that these groups' interests are advocated for and I believe I can support my community in that way.

What other interests or concerns do you have regarding the community?

I am interested in creating a community that is safe and welcoming. I believe education is a huge factor in creating safe and welcoming communities, and that it is hard to learn when one doesn't feel safe in their community.

What relevant experience or education do you have to this board or commission?

I have served for four years already, and have been so honored to do so. I'm also a member of the Harrisonburg community, and am a former student of BRCC.

Please list any past or present community involvement e.g. City Council, Boards and Commissions, Citizen Academy, etc. in Harrisonburg or elsewhere:

BRCC College Board of Trustees 2021-2025

[Sandra_Hernandez_Resume.docx](#)

Upload a Resume

EPSAC Applicants only

Bike/Pedestrian Subcommittee Applicants only

Sandra I. Hernandez
2449 Mosby Ct. Harrisonburg, VA 22801
[540] 209-2718
sandy.hernandez09@gmail.com

Education

Radford University, *Radford VA*

Bachelor of Science in Studio Art, minor in Psychology

Languages: Spanish Native Speaker- reading, writing, speaking, and interpreting; English, reading, writing, speaking and interpreting; basic French speaking, reading and writing.

Work Experience

Assistant Office Manager/Nail and Laser Technician, Smooth Day Spa. Keezletown VA. May 2021-Present

- Oversee day to day activities, scheduling and team meetings.
- Take inventory and make orders as needed.
- Foster relationships with current and future clients
- Nail services, manicures and pedicures.
- Use DSL and IPL technologies to remove 85-95% of clients' unwanted hair.
- Maintaining a client base that is 90% clients with reoccurring appointments.

Branch Manager and Loan Officer, Everence Federal Credit Union. Harrisonburg VA. July 2019- August 2020

- Oversee Credit Union Member Service Representative team in their daily tasks and interactions.
- Personal and Real Estate Loan Officer for our Harrisonburg branch serving the state of VA.
- Assist Member Service Representatives when needed; transacting accounts, assisting members with questions and concerns, keeping a detailed log of the cash in individual drawers and branch vault.
- Set branch and individual team goals for account opening and loan production.
- Build and maintain positive relationships with both our member base and the community at large.

Community and Business Development Specialist, DuPont Community Credit Union. Harrisonburg VA. January 2016- June 2019

- Work closely with the Harrisonburg-Rockingham and Shenandoah County Chamber of Commerce to spread awareness of DCCU's products and services and offer financial education.
- Identify and foster relationships with strategic partners in the community.
- Assist members in financial counseling sessions as needed, referring them to appropriate resources internally and in the community when appropriate (services in Spanish and English).
- Teach financial education classes and seminars to various groups (Spanish and English) of ages 4-80+.

In-home caregiver, Harrisonburg VA. July 2015- January 2016

- Assisted an elderly client with Alzheimer's in their daily living. Helped his family and him maintain a tight schedule and make sure all appointments are booked and realized on time and efficiently, as well as taking care that all medications are administered correctly.

Crossroads Counseling Center, Harrisonburg VA, December 2014- September 2015
Bilingual Parent Mentor, Mentor, Independent Living Specialist

- Managed a case load of 4-6 clients a month over a specified amount of time striving to a series of objectives to achieve goals on their Individual Service Plan.

- Worked with the Community Services Board, Department of Social Services, Child Protective Services, Foster Care, the police department and the court system to help clients navigate the system and better understand it.

James Madison University AHEC, Healthcare Interpreter, Harrisonburg VA, November 2008-August 2012

- Certified in Bridging The Gap healthcare interpretation course.
- Helped facilitate communication, both linguistically and culturally, between doctor/nurse/practitioner and patient in a variety of medical settings.
- Interpreted and translated medical terminology from English-Spanish, Spanish-English for appointments ranging from 30min-5hours.

Community Involvement

*United Way Harrisonburg and Rockingham County,
Young Community Leader of the Year, 2020*

*United Way Harrisonburg and Rockingham County, Emerging Leaders Program. Harrisonburg, VA
September 2018-April 2019*

New Bridges Immigrant Resource Center, Board of Directors Harrisonburg VA, 2017-Present

- Board member.
- Discuss grants and budget for the center, and assist in organizing annual fundraiser.

Staunton-Augusta YMCA, Board of Directors Staunton VA, 2018- 2019

- Board Member
- Discuss matters affecting SAYMCA and assist with financial education in Teen Center.
- Helping SAYMCA and Shenandoah County connect and establish a YMCA presence in Shenandoah County.

Blue Ridge Career Pathways Business Consortium, Weyers Cave, VA 2017-2019

- Representative for DuPont Community Credit Union and the Financial Education program.
- Collaborate with many different business leaders and representatives from Blue Ridge Community College helping Public Schools' CTR representatives develop more ways to encourage young people to explore different careers and secondary education.

Harrisonburg Economic Development, Citizen's Advisory Committee. Harrisonburg VA, 2017 (term)

- Serve as part of the Citizen's Advisory Committee for the City of Harrisonburg's Economic Development Plan for 2019-2025.
- Work as a team to discuss a variety of thoughts and ideas for the city's budget and marketing efforts in the upcoming years.
- Hold listening and idea open sessions for other residents of Harrisonburg City to voice their thoughts and ideas.

Harrisonburg Citizen's Academy, participant. Harrisonburg VA, August 2017-November 2017

- Group of city residents learning about city government and the responsibilities of each department.

Shenandoah County Chamber of Commerce Leadership Academy, graduate. Woodstock, VA, August 2017-April 2018

- Cohort of 17 students learning about Shenandoah County, it's government offices and local challenges for economic growth and community wellness.
- Connected with several community leaders to discuss their perspective and together try to come to a solution to improve the physical, emotional, and financial health of the community.

Software and Computer Skills

- Highly competent computer skills, specializing in Microsoft Excel, Word, Power Point and Office.
- IBM SPSS Statistics Software, GoFluently interpreter scheduling program.
- Adobe Illustrator, Photoshop, InDesign as well as Sketch.

Certifications

- Certified Credit Union Financial Counselor, 2017-2020
- Certified Healthcare Interpreter, 2008-present