



**CITY OF POMPANO BEACH
ADVISORY BOARD / COMMITTEE
APPLICATION**

City Clerk's Office Phone: 954-786-4611 Fax: 954-786-4095
P. O. Drawer 1300, Pompano Beach, FL 33061
www.pompanobeachfl.gov

Mr. ___ Mrs. ___ Ms. ☒ Miss ___
(Optional)

Name: Novice D. Johnson

Residence Information:

Home Address: 1576 NW 7th Ave.

City/State/Zip: Pompano Beach, FL 33060

Home Phone: — Cell Phone: 954-882-8866

Email: novice.johnson@yahoo.com Fax: —

Business Information:

Employer/Business Name: School District of Palm Beach County

Current Position / Occupation: High School Instructor

Business Address: 10600 Okeechobee Blvd.

City/State/Zip: Royal Palm Beach, FL 33411

Business Phone: — Fax: — Email: —

Are you a U.S. Citizen? Yes ☒ No ☐

Are you a resident of Pompano Beach? Yes ☒ No ☐ Reside in District: 1 ☐ 2 ☐ 3 ☐ 4 ☒ 5 ☐

Do you own real property in Pompano Beach? Yes ☒ No ☐

Are you a registered voter? Yes ☒ No ☐

Have you ever been convicted of a felony? Yes ☐ No ☒

Current or prior service on governmental boards and/or committees: —

Please check the first box next to the Advisory Boards/Committees you would like to serve on:

<input type="checkbox"/> Affordable Housing	<input checked="" type="checkbox"/> Education	<input type="checkbox"/> Parks and Recreation
<input type="checkbox"/> Air Park	<input type="checkbox"/> Emergency Medical Services	<input type="checkbox"/> *Planning & Zoning/Local Planning Agency
<input type="checkbox"/> Architectural Appearance	<input type="checkbox"/> *Employee's Board of Appeals	<input type="checkbox"/> *Police & Firefighter's Retirement System
<input type="checkbox"/> Charter Amendment	<input type="checkbox"/> Employee's Health Insurance	<input type="checkbox"/> Pompano Beach Economic Development Council
<input type="checkbox"/> Community Appearance	<input type="checkbox"/> *General Employee's Retirement System	<input type="checkbox"/> Public Art Committee
<input type="checkbox"/> *Community Development	<input type="checkbox"/> Golf Advisory Board	<input type="checkbox"/> Recycling & Solid Waste
<input type="checkbox"/> CRA East	<input type="checkbox"/> Hillsboro Inlet District	<input type="checkbox"/> Sand & Spurs Riding Stables
<input type="checkbox"/> CRA West	<input type="checkbox"/> Historic Preservation	<input type="checkbox"/> Marine
<input type="checkbox"/> Cultural Arts	<input type="checkbox"/> *Housing Authority of Pompano Beach	<input type="checkbox"/> Nuisance Abatement Board
<input type="checkbox"/>		<input type="checkbox"/> *Unsafe Structures
<input type="checkbox"/>		<input type="checkbox"/> *Zoning Board of Appeals

*Financial Disclosure Form is required, if appointed to serve, upon appointment and upon resignation/retirement.

In addition a Resume may be attached

Education: Resume attached

Experience: _____

Past Positions: _____

Hobbies: _____

Making any false statements herein may be cause for revocation by the City Commission of any appointment to a Board/Committee.

Signature: Monice D. Johnson

Date: 07/25/2023

Initials of Clerk or Deputy: _____

Date received or confirmed: _____

Please check one: ☐ New Application ☐ Currently Serving on Board ☐ Updated Information

Note: Application is effective for one year from date of completion. If you have any questions on the above, please call the City Clerk's Office at: 954-786-4611, or send via fax to: 954-786-4095.



Ms. Novice D. Johnson

Professional Summary

Knowledgeable, committed Educator and marketing professional with 30 years of experience in developing, implementing, and managing public relations strategies and activities. Superb communication skills with talent in developing innovative public relations and marketing strategies. Professional with over 30 years of experience in devising successful media strategies and orchestrating special events. Meticulous in managing and carrying out special events by arranging for media presence, composing written documents, booking photographers, reserving event venues, and preparing eye-catching graphics. Highly skilled in editing speeches, press releases, and marketing materials. Coordinator of Career and College fairs and school Media Center Events and Book adoptions.

✉ novice.johnson@yahoo.com

☎ 1-954-882-8866

📍 Pompano Beach, FL 33060

Skills

- Promotions and Advertising
- Community Relationship Building
- Decision Making
- Media Communications
- Public Relations Strategies
- Detail-Oriented
- Editing and Proofreading
- Verbal and Written Communication
- Time Management

Work History

Sylvester Wesley Foundation (Chico The Virgo) - Public Relations Coordinator

Tamarac, FL,

03/2021 - Current

- Collaborated with media to encourage company and product coverage and promote brand mission and values.
- Represented the organization to customers, the public, government officials, and other external sources. Developed key and valued relationships with customers, the public, government officials and other external sources by resolving issues quickly and implementing a workable process.
- Wrote and edited articles, web content, advertising copy, periodicals, and publications for internal and external audiences.
- Wrote press materials and delivered presentations to media representatives.

WMBM New Birth Broadcasting – On-Air Radio Talk Show Host

Miami, FL

02/2021 – 02/2022

- Found, researched, fact-checked, and wrote scripts for relevant topics
- Informed audience about Local, State, and National events, general PSAs, and music titles and artists. ** Voiceover talent, writing and producing, narrating.

Education

05/1979

Spelman College

Atlanta, GA

Bachelor of Arts: English/Journalism

- Delivered exceptional programming to audience members by always researching events, guests, and programs thoroughly.

School District of Palm Beach County - English Teacher - certified

West Palm Beach, FL

08/2016 - Current

- Administered assessments and standardized tests to evaluate student progress.
- Prepared and implemented lesson plans covering required course topics.
- Prepared comprehensive English curriculum for multiple classes.
- Completed in-service and additional training to maintain professional growth.
- Adapted lesson plans and curricula to student interests, increasing GPAs and student engagement.
- Campus Social Justice Coordinator, appointed by the Principal
- Speech and Debate Advisor/Coach
- Active in the programming and activation of events for the school media center
- Co-Chair of the Black History Month events school-wide

Westside Gazette Newspaper - Freelance Reporter, Writer

Fort Lauderdale, FL

01/2015 - Current

- Utilized exceptional writing, editing, and proofreading skills to produce engaging and error-free content.
- Proofread copy written by colleagues to correct spelling, punctuation, and grammar.
- Partnered with media executives to produce compelling stories.
- Wrote and submitted accurate, engaging, and fact-checked stories.

MCA Records - Regional Promotions Manager

Universal City, CA

05/1988 - 01/2001

- Worked with the marketing department to create targeted advertising strategies for key customer demographics.
- Developed technical and non-technical marketing presentations, public relations campaigns, articles, and newsletters.
- Managed day-to-day functions of promotion and marketing departments.
- Developed new artists and repositioned veteran artists through promotions and marketing campaigns
- Artist Roster included; Patti LaBelle, Gladys Knight, New Edition, Jodeci, Jody Watley, Bobby Brown, GUY, Stephanie Mills, and more.

Broward County Public Schools – High School English Teacher, Yearbook and Newspaper Advisor, After School tutor

08/2002 – 06/2010

Broward College North Campus – Student Affairs Coordinator

7/2010 – 7/2014 – Worked hands-on with the Dean of Students and the student body to create meaningful programs and activities.

Broward County Public Library – Children's Librarian

Lauderdale Lakes Branch 1995 – 2000 – Managed the budget, ordered the collection, implemented programming, community outreach.

Affiliations

National Alumnae Association of Spelman College (NAASC)

National Council of Teachers of English

National Association of Black Journalists (NABJ)

Delta Sigma Theta Sorority, Inc. (Public Service)

Mt. Calvary Baptist Church, Pompano Beach

Adrienne Arsht Center Gospel Council