

James W. Nelson, Sr.
1633 N. Arlington Place, Apt. 1109
Milwaukee, WI 53202
414-514-1500
jamesnelsonsr33@gmail.com

Special Skills: Proficient in program management, recruitment, fundraising sponsorship, promotion of institutional values and the operation of computers, photocopier machines and other office equipment. Great communication skills. Self-motivated, result-oriented team player.

Work History: **Outreach coordinator, UniteMKE**
Milwaukee, Wisconsin 2019 through present

Help organize and recruit individuals for health education workshops sponsored by UniteMKE. Represent the organization to potential corporate sponsors, increasing the number of sponsors by approximately 20 organizations within the past eight months. Promote the services of UniteMKE at a variety of community events, generally averaging two per week. Work individually with mentally and economically challenged clients to help them obtain food, clothing, shelter and health care.

Wisconsin legislative aide, State Rep. Leon Young (D) 16th Assembly District
Madison, Wisconsin 2015-2018

Address constituent questions and attempt to resolve concerns. Organize and promote town hall meetings between constituents and Rep. Young. Helped compile an exhaustive annual report on the legislative and committee work undertaken by Rep. Young.

Assistant Director, Career Youth Development, Inc.
Milwaukee, Wisconsin 1984-2014

Mentor youth in organized sports activities and positive life skills, assisted certified public accountant with bookkeeping duties, coordinator and lead fund raiser for Career Development, Inc. Co-host, cameraman and floor director for more than 20 years for The Jeannetta Robinson Television program on MATA Cable TV station 14/96.

President, Vice President, R/O Arlington Court, City Of Milwaukee
1633 N Arlington Place 2020-2025

Education: **Attended Moraine Park Technical Institution, Fond Du Lac, Wisconsin**
Computer Data Degree pursued
1976-1977

Attended Milwaukee Area Technical College, Milwaukee, Wisconsin
Human Services Degree pursued
1978-1979

References: **Mr. Robert Spindell**
414-791-7516

Atty. Charles Hausmann
414-840-6620

Mr. Lawrence Roth
414-449-5960