

Jorge A. Santana
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Education

University of Pennsylvania	Master of Government Administration Certificate in Economic Development	Aug 2008
Bard College Trustee Leaders Scholarship Program	BA, Film and Philosophy	May 2001
Lehigh University Microeconomics and International Relations Summer Science Scholar Research, Gerontology Survey Project	Pre-Colligate Study Program	Sept 1995 – Sept 1996

Business/Work Experience

Office of State Representative Tony Payton, Jr.
Pennsylvania House of Representatives **Philadelphia, PA** **February 2009 - present**
Chief of Staff

- General oversight and management of two district offices.
- Participating in and overseeing the implementation of constituent services.
- Maintaining and expanding upon relationships with the social service entities, community groups, and businesses community.
- Developing and providing oversight for the enactment of the numerous district-wide events.
- Creating the agenda and hold staff meetings once per week.
- Developing, researching, and piloting legislation on behalf of the Representative Payton.
- Tracking the status of Representative Payton's pending legislation.
- Assigning and staffing the various community meetings throughout the district.
- Developing and writing press releases and op-ed articles for periodicals and the newspaper.

University of Pennsylvania Health System
Abramson Family Cancer Research Institute **Philadelphia, PA** **July 2004 – July 2006**
Biomedical Postdoctoral Programs **Philadelphia, PA** **July 2006 – Feb. 2009**
Business Coordinator

- Responsible for successful grant application coordination, drafting, editing and assembly that has resulted in several grant awards, including a \$4 million dollar NIH grant award.
- Coordinated institutional component of national survey collecting information on the characteristics of graduate science, engineering and health enrollment for various disciplines.
- Manage all aspects of laboratory office; including coordination of employee training, maintaining a personal records database, and responsibility for managing billable accounts, payroll, insurance, and purchasing.
- Coordinated funding, travel, and hosting for recognized international research conference attended by global leaders in cancer research.

Econsult Corporation **Philadelphia, PA** **Nov 2006 – Dec 2006**
Freelance Consultant

- Hourly consultant responsible for data compilation and impact review for the proposed Bethlehem gaming license site.
- Authored evidence book with historical demographic and economic information pertaining to Northampton County and the City of Bethlehem.

Community Development and Organizing

Philadelphia Urban Food and Fitness Alliance **Philadelphia, PA** **December 2007-present**
Web Coordinator/Community Participant

- PUFFA is a Kellogg Foundation sponsored project to build a sustainable community coalition that will tackle the problems of poor nutrition and fitness in our urban community. Community members study their neighborhoods and report issues to a convening body that will submit a 10-year support grant proposal to Kellogg. I am participating in the Built Environment Action Team and will be assisting the Alliance coordinators with website development, listserv management, and communications.

Zoning Reform Community Meeting **Philadelphia, PA** **April 2006 – May 2006**
Organizer / Moderator

- Initiated, developed, and moderated a community meeting, focusing on the current Zoning process.
- Preparation included development of meeting concept, advertisement as well as the securing of community backing and guest speakers. Speakers included Councilman Frank DiCicco, William Reddish (President of BIA), and David Auspitz (Chairman of the Philadelphia Zoning Board).
- Councilman DiCicco has since introduced a bill to create a Zoning Reform Commission.

Philadelphia Young Democrats (PYD) **Philadelphia, PA** **Sept. 2004 – Dec. 2005**
Founder / President

- Founded the Philadelphia Democratic Party's first official chapter of the Young Democrats of America, the officially recognized young voter outreach and training group for the Democratic Party.
- Coordinated with other previously defunct groups to bring in membership and other organizers.
- Helped recruit and train an elected executive board, and launched initial fundraising campaign.

Skills and Interests

- Fluent in Spanish and English
- Working knowledge of small business development and capital formation.
- Experience in coalition building and organization dynamics.
- **Professional and research interests include:** Social Entrepreneurship; Green Building and LEED based Zoning Reform; Regional Planning & Zoning (including Joint Municipal Zoning Ordinances); Technology Transfer and University-to-Industry program development; Performance Management analytics.

References

- John Mulhern, Director, Executive MGA Program, Fels Institute, University of Pennsylvania
Email: johnjm@sas.upenn.edu || Phone: 215-898-8217
- Ismael Arcelay, Special Advisor to Mayor's Assistant, Office of Mayor Ed Pawlowski, Allentown, PA
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- Mary Anne Timmins, Director, Biomedical Postdoctoral Programs, University of Pennsylvania
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- Ted Mucellin, Deputy Director of Inter-Governmental Affairs, Office of Mayor Michael Nutter
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