

Jessalyn Waldron

EDUCATION

University of California Los Angeles *GPA 3.84 magna cum laude*

College of Letters and Science, Bachelor of Arts in History, Minor in Education

Coro Women in Leadership Program

Selected for the 2024 Coro Women in Leadership Program, a competitive civic leadership training focused on cross-sector collaboration, policy impact, and advancing gender equity.

EXPERIENCE

Office of Los Angeles County Supervisor Holly J. Mitchell

Deputy of Constituent Engagement

March 2022 – Present

- Directed various County departments through complex, high-value development initiatives, balancing strategic leadership, stakeholder engagement, and fast-paced decision-making under public scrutiny.
- Designed and delivered workshops, trainings, and presentations that translated complex environmental issues into accessible content—empowering internal teams, fostering community engagement, and inspiring civic action.
- Shared funding opportunities and reviewed grant applications from County departments, including approving Coastal Resilience Grant proposals from the Department of Beaches and Harbors.
- Liaise with elected offices to advance Supervisor Mitchell’s vision and strengthen community-focused collaboration.
- Led high-level advocacy and public policy initiatives addressing equity, climate resilience, coastal emergencies, coastal access, and environmental justice across LA County’s Second District.
- Advise the Supervisor in strategic environmental policy discussions, particularly on the LA County Sanitation Districts Board, aligning water and waste infrastructure policy with community needs and public health priorities.
- Direct constituent service strategies focused on environmental equity, including organizing stakeholder input on County led projects such as addressing toxic algae blooms.
- Founded in 2022, co-led creation of a Racial Justice Learning Exchange, a recurring monthly series of events, bringing people together to learn from and celebrate diversity, confront biases, and eliminate structural racism.
- Represented the office to many Chambers of Commerce and community-based organizations to ensure that County policy is informed by community and resources are accessible by all.
- Serve as delegated representative at South Bay COG Steering Committee and Board meetings, voting on policy matters and advising on transportation, homeless, and environmental initiatives and funding.

Environmental Justice, Transportation & Infrastructure Policy Staff

March 2021 – March 2022

- Independently managed the Environmental Justice Policy Portfolio during the Deputy’s leave of absence, leading key stakeholder engagement and driving policy on oil and gasoline pipeline franchise agreements.
- Supported senior deputies in transportation, infrastructure, and environmental justice policy, with a strong emphasis on integrating climate resilience and equity into project planning and communications.
- Researched and prepared written analysis for policy agendas related to Los Angeles County Board of Supervisors and the Los Angeles County Metropolitan Transportation Authority (Metro) committee and board meetings.
- Track and report current needs in equity issues as related to transportation, infrastructure, and environmental justice policy by prioritizing a community-based perspective with regular meetings and maintaining open lines of communication and relationship building with constituents and community-based organizations.

Palms Neighborhood Council Area D Representative, Co-chair of Green Committee

June 2019- June 2023

- Represents the public with an estimated 10,000 stakeholders within Area D of Palms, as well as 40,000 stakeholders within the boundaries of Palms for the Palms neighborhood of Los Angeles.
- Engaging the LA City Council for community improvement projects on behalf of my constituents, by listening and responding to my constituents' civic needs.
- Working on a two-person team to co-chair the Green Committee, which involves writing monthly agendas and running monthly meetings (according to the Brown Act and Robert’s Rules), event planning, and keeping all committee members, volunteers and projects organized and aligned.
- Created community surveys and analyzed data to identify community needs. Additionally, created the social media and

outreach campaigns to promote surveys to engage with stakeholders.

- Spearheaded month-long community events and projects to make Palms sustainable by organizing neighborhood clean ups, garden projects, kids' recycled art booths and developing a Green Business Sustainability program specific to Palms.
- As the Palms NC Neighborhood Council Sustainability Alliance representative and liaison, lead discussions and presentations on how to work on many facets of expanding sustainability initiatives within the 99 neighborhood councils in Los Angeles. In addition, as a key player within a three-person team, orchestrated and produced a partnership with the City of Los Angeles Sanitation Department to launch a program for neighborhood councils in expanding and revitalizing the City's current Green Business Program. Required extensive knowledge of sustainable business practices, and deep understanding of multiple green business standardized checklists.
- Selected as part of a small team to advise and develop a toolkit for the Mayor's Office of Sustainability to give neighborhoods action items to implement and help advance the Mayor's Green New Deal.
- As an acting member of the Reusable LA Coalition, advocated for policy to reduce single-use waste in Los Angeles. This included assembling multiple surveys to assess local business's disposition on sustainable policy to ultimately inform future policy goals for the County of Los Angeles. Spearheaded, administered and implemented a training program of over 100 volunteers to distribute surveys across the county. To support the work of this coalition, I enjoy researching and writing drafts of language to be considered for projects and policy consideration.
- Created and developed a Crisis Management Volunteer Program to organize community emergency relief efforts during Covid-19.

Los Angeles Unified School District *Substitute Teacher*

January 2020-March 2021

- Delivered instruction across K–12 classrooms, maintaining continuity of lesson plans and a structured, inclusive learning environment
- Adapted teaching approaches to support diverse learners, including general education and those with additional needs
- Supported implementation of Individualized Education Programs (IEPs) and collaborated with teachers to provide input on student progress and classroom strategies
- Provided one-on-one and small group support, using classroom management and de-escalation techniques to foster both academic and social-emotional growth

UCLA Transfer Student Center *Transfer Student Staff/Mentor Coordinator*

September 2018-December 2020

- Maintain and monitor high-volume resource center that serves 7,000 transfer students at UCLA
- Managed over 65 transfer mentors and their 300 transfer mentees to foster community and success within the transfer community at UCLA
- Planned and executed events for personal and professional development for students and mentors; including created graphic designs for social media
- Co-Chair of Non-Traditional Students Network, an organization for students over 25 years old. Plan social, academic and professional development events. Design marketing and execute outreach to build and expand community

Sotomayor School of History and Dramatic Arts *Teacher Assistant*

September 2018-June 2019

- Assist four different teachers with administering their lesson plans to classrooms of over 30+ students
- Observed and learned well-crafted student-centered methods of teaching to foster enriched methods of learning
- Encouraged and supervised facilitated dialogue with students on organized discussions and debates
- Tutored students, and helped answer questions and help with homework as needed

Akasha Restaurant *Lead Server/Trainer*

April 2011-August 2019

- Lead efforts to certify Akasha as the very first business accepted into the Culver City Sustainability Program.
- Maintained impeccable service to versatile, high end clientele and guests by directing and guiding them through their dining experience. Required multitasking as well as close attention to detail while managing financial transactions of up to \$5,000 daily.
- Assisted management with organization of restaurant protocols and staff meetings.
- Communicated effectively and clearly between guests, team members, and kitchen staff to create pleasant and safe dining experience for customers satisfaction. This required expert and creative problem-solving skills in timely and efficient manner to address any problems or customer complaints.
- Trained over a dozen new employees and helped developed templates for steps of service and cleaning protocol. Constantly set a good example of teamwork and efficient multitasking in a fast-paced demanding environment.

UCLA Transfer Student Center *Transfer Student Staff/Mentor Coordinator* September 2018-June 2019

- Maintained and monitored the high-volume resource center that serves and advocates for over 7,000 diverse transfer students at UCLA.
- Managed, developed, and coordinated the UCLA Transfer Mentor Program with over 65 transfer mentors and their 300 transfer mentees to foster community and success within the transfer community at UCLA.
- Worked with a budget of \$10,000 to fund events and other needs for the Transfer Center.
- Planned and executed events for personal and professional development for students and mentors, with an emphasis on mental health and wellness.
- Co-Chair of Non-Traditional Students Network, an organization that students over 25 years old.
- Created graphic designs for marketing, as well as executed outreach to other student organizations and leadership to build and expand community.

Sotomayor School of History and Dramatic Arts *Teacher Assistant* September 2018-December 2018

- Assisted four teachers with administering their lesson plans to classrooms of over 30+ students in East Los Angeles.
- Observed and learned well-crafted student-centered methods of teaching to foster enriched methods of learning.
- Encouraged and supervised facilitated dialogue with students on organized discussions and debates.
- Tutored students and answered their questions to assist with studying, homework, and college applications as needed.

Mayor of Los Angeles, Eric Garcetti *Summer Intern for Office of Public Engagement* June 2017-August 2017

- Instrumental team member responsible for protocol of public events as well as helping plan city improvement projects involving homelessness, sustainability, youth councils and social media teams.
- Created and researched a personal policy project aimed at reducing single use plastic, specifically plastic straws.
- Worked and volunteered with multiple environmental and sustainability non-profits to further help educate the public about how to create awareness and policies within the city of Los Angeles as well as City Hall.

Relevant Community Experience

Days of Dialogue *Institute for Non-Violence Peer Mediator* September 2018-Present

- Taught students at Watts Learning Center to understand and resolve conflict by using dialogue and communication effectively.
- Facilitates community discussions to help bridge divisive gaps over controversial issues.
- Using mediation techniques, helped to foster healthier relationships among over 120 students, their peers, and their educators.

The 5 Gyres Institute *Ambassador* August 2015-Present

- Raise awareness on single use plastic pollution and ocean advocacy with over 1,400 Ambassadors from around the world.
- With a focus on community engagement; I help to table public events and attend community rallies to discuss solutions.
- Assembled education kits to be sent to ambassadors to enable their education and outreach efforts.

Window Between Worlds *Volunteer*

- *Created and piloted various art programs for consideration of workshops*
- *Led facilitation of art workshops and community healing through art therapy*

True Connection *Volunteer* August 2014-2019

- Taught art as a therapeutic tool to children at the Children's Institute in Watts.
- Fundraised and planned events through community outreach.

Coral Reef Research *Student Assistant Researcher* August 2015-August 2016

- Researched effects of ocean acidification and warming temperatures on density of over 300 coral samples in 200 hours in a science lab. The results contributed data to a published scientific journal.
- Developed multiple hypothesis via managed catalogued data collected; created ways to experiment on coral samples.