

Application Form

Profile

Paula S Scott
First Name Middle Initial Last Name

paula.scott@psyouth.org
Email Address

7028 NW 49th Street
Home Address

Lauderhill FL 33319
City State Postal Code

Home: (954) 849-2385
Primary Phone

Which Boards would you like to apply for?

Art, Cultural, Tourism Board: Eligible

Are you a Lauderhill resident?

☒ Yes ☐ No

How long have you been a Lauderhill resident?

23 years

Are you a registered voter in Broward County?

☒ Yes ☐ No

Do you have a contract or do business with the city?

☐ Yes ☒ No

Please list the name of any business you, your spouse, or your child(ren) have a material interest in:

PS Youth Outreach; BW Associates

Interests & Experiences

Have you served on a City board before?

☐ Yes ☒ No

If yes, which board? How many years?

NA

Why are you interested in serving on a board? If you have not attached a resume, please describe any qualifications, skills, and abilities you possess that would directly benefit this board.

I am a proven community servant who believes that every city thrives when there is a rich and diverse culture. Creative and sought after entertainment will always add to cultural awareness and involvement. Activities such as themed concerts, art exhibits, and more - are proven to bring people together in a positive way. Lauderhill deserves to explore the avenue of bringing more enticing events to the city's residents and our visitors. The more upstanding visitors we have, the better our economy and our perception - to our residents, neighbors, and visitors. In addition, through my nonprofit community organization, PS Youth, I have hosted a variety of successful and effective community events and fundraisers - so I have relevant experience to lend to this board.

Upload a Resume

Board Specific Questions

Referral

Please indicate who referred you to this opportunity (e.g., Commissioner, Board Member, Staff, etc.).

Commissioner John T. Hodgson

Demographics

Ethnicity *

☒ Other

Gender *

☒ Female

01/30/1975

Date of Birth

Paula S. Scott, MPA, FCCM, CPM

Lauderhill, Florida

Mobile: (954)849-2385

paula.scott@psyouth.org

Accomplished and results-oriented professional, with over twenty years of proven experience working in governmental and nonprofit sectors. Proven ability in organizational leadership include: effective communication/presentation skills; grants/contracts management, administration and oversight; community engagement; staff supervision, training and development; fundraising; and program development/administration.

PROFESSIONAL EXPERIENCE

South Florida Regional Transportation Authority

1/6/2025 - Present

Transportation Planning Manager -

- Assess complex transportation-related policies, programs, and data supporting federal, state, and local programs
- Serve on technical planning policy-related committees and coordinate transportation planning, studies, and policy issues with federal, state, and local partners.
- Conduct various transportation studies, including environmental assessments, feasibility studies, station location analysis, and regional transportation studies
- Develop federal, state, and local grant funding
- Implement and oversee Transit Oriented Development and land use strategies
- Manage consultant contracts for various studies and projects, including scope preparation, fee analysis, consultant selection, and management.
- Forecast future transit, transportation, economic, financial, and demographic conditions and trends
- Assist the agency's planning sub-committees, including representatives from county transit operators, Metropolitan Planning Organizations (MPOs), Florida Department of Transportation (FDOT) districts, and others.

Florida Department of Transportation (FDOT) (Various Positions)

2/16/2023 to 12/28/2024

District Safety Office

Community Traffic Safety Program Manager -

2/16/2023 to Present

- Administer Community Traffic Safety Program, to include: program reporting; grant/contract management; budgeting; data gathering and sharing
- Facilitate and present at meetings among a variety of stakeholders, to include: internal staff; county and city officials; law enforcement; and

community organizations throughout the District (Broward, Palm Beach, St. Lucie, Martin, Indian River)

- Develop and update safety-related content for District's Safety Department's Community Traffic Safety SharePoint page and District social media platforms - as shared with district's Communications/Public Information Office,
- Serve as District Safety spokesperson and liaison for various safety concerns and statewide and national safety campaigns, to include Target Zero
- Lead the District's Target Zero Team. Duties include: Recruiting, training, and managing volunteers for Districtwide team of at least 16 individuals.
- Manage consultants for a variety of contracts, to include timesheet reviews, billing of activities, and ensuring that invoices are submitted in a timely manner

Office of Modal Development
Transit Grants/Contract Manager
12/28/2018 to 2/16/2023

Interim Passenger Operations Manager
7/1/2021 to 10/1/2021

- Administered transit grant Block Grants/5311 and Express Bus programs of over \$20 million per fiscal year
- Assisted transit agencies with various planning studies/forecasting for multi-modal, transit, and rail projects
- Worked with the District Legal and Executive Departments to prepare/amend and approve agreements for various transit grant programs
- Monitored approved grantee activities, to ensure compliance with state and federal guidelines
- Co-managed consultants for a variety of contracts, to include timesheet reviews, billing of activities, and ensuring that invoices are submitted in a timely manner Review, evaluate, and select consultants during Technical Review Process
- Served as Transit Liaison for Emergency Operations (after-hour emergency management)
- Facilitated Student Shadowing Program for unit

Florida Department of Economic Opportunity
01/2016 to 12/2018 Senior Management Analyst Supervisor/Human Resources Manager
01/2016 to 12/2018

- Served as Human Resources Manager/Liaison for the Department of Economic Opportunity and Workforce Development Board and staff, with duties including onboarding, performance evaluations, training and discipline
- Provided administrative direction, leadership, and technical assistance to 50 Department of Economic Opportunity (DEO) employees
- Interpreted and implemented written and oral instructions and policies and procedures issued by the Regional Workforce Board and the One-

Stop Operator Reviews production statistics and makes recommendations to the One-Stop Operator to ensure that the offices meet or exceed performance goals

- Prepared and monitored operating budgets and cost allocation plans in coordination with the Regional Workforce Board staff
- Coordinated all administrative functions related to personnel actions including appointments, performance appraisals, disciplinary actions, grievances, and terminations with concurrence from the Regional Workforce Board staff and One-Stop Operator
- Ensured that all DEO associates were trained in Department operated programs, and in coordination with the One-Stop Operator, ensured that customers and associates were treated in a courteous and professional manner and receive clear understandable instructions

Employment Security Rep. I
09/2016

01/2016 to

- Provided direct assistance to job seekers in achieving gainful employment in a timely and efficient manner by screening, conducting job searches and matches, conducting timely and consistent follow-ups, reviewing and editing resumes (as appropriate), and issuing suitable referrals, interviewing, and trainings
- Assisted Employers to attract qualified applicants for in-demand positions by screening applicants and conducting follow-ups to ensure needs are being met
- Prepared and submitted weekly workforce trends reports in a timely manner
- Attended and assisted in off-site employment recruitments, as necessary
- Interpreted program requirements and applied processes to ensure needs of customers and employers are being met, while local and state-wide workforce policies are being adhered to
- Earned Florida Workforce Certification within 3 months of hire date (allotted time is within 6 months of hire date)

PS Youth Outreach Center, Inc.,
Present

09/2007 to

Executive Director/Co-Founder *(Weekend activities only)*

- Recruit, train, supervise volunteers/employees
- Oversee financials and budgets, working directly with CPA to ensure consistency and accountability of program functions and all expenditure of funding streams
- Secure, monitor, and maintain grants and contracts from various entities/grant-makers
- Monitor all contractual/grant programs to ensure consistency with local, state, and federal guidelines
- Design and apply techniques/methods to ensure effective program evaluation, quality assurance, and improvement
- Organize and facilitate board and staff meetings and trainings
- Maintain organization's social media sites to ensure that information is disseminated in a timely and accurate manner

- Manage all accounts receivables and accounts payables, to include: lease, utilities, payments for services, donations, etc.

Florida Department of Transportation (FDOT) 05/2005 to 09/2007
Transit Grants Manager/Management Analyst

- Served as FDOT District IV representative on the Transportation Disadvantaged/Local Coordinating Boards
- Administered transit grant programs for five counties within the district
- Organized review boards and facilitated review meetings for grant proposals for over \$1M in Districtwide allocations
- Evaluated and ranked and various grant proposals from counties, municipalities and non-profit entities
- Facilitated district-wide workshops/trainings for grantees and sub-grantees
- Maintained case files of approved grantees to ensure compliance with state and federal guidelines
- Communicated with the MPO as necessary to ensure that all aspects of Transportation guidelines were abided by in a consistent manner, as related to Transit

EDUCATION

Florida Atlantic University, Boca Raton, FL

- Master's in Public Administration - May, 2005
- Bachelor of Arts, Criminal Justice - May, 2002

Broward Community College, Coconut Creek, FL

- Associates of Arts, Business Administration

CERTIFICATIONS

- **Florida Certified Public Manager**
Issued by Florida State University, August 2024
- **Public Information Awareness Certificate**
Issued by Federal Emergency Management Agency, February 2024
- **Social Marketing Certificate**
Issued by University of South Florida, March 2024
- **Florida Certified Contract Manager**
Issued by State of Florida, March 2019 (renewed 2023)
- **Florida Certified Work Force Professional**
Issued by State of Florida: May 2016
- **State of Florida Notary Public**
Issued by State of Florida, September 2005

DISTRICT 4/FDOT AWARDS

FDOT/District 4 Traffic Safety Award (Honoring Jeanette Rouse)2023
 FDOT/District 4 AASHTO Hero Award - Transit Grant Development2021
 FDOT/District 4 Public Transportation Award (Honoring Jack K. Johnson)
 2021

COALITIONS/MEMBERSHIPS

- Broward Human Trafficking Coalition
- Safe Mobility for Life Coalition
- Motorcycle Safety Coalition
- Florida Society of Certified Public Managers
- Director of Communications and Marketing, Southwest Florida of Certified Public Managers (volunteer role)
- Conference of Minority Transportation Officials (COMTO)

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