

# JOSÉ L. MELÉNDREZ, MSW

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## Career Overview

I aim to serve in a leadership position where I can use my skills and knowledge in health equity, diversity, inclusion, and belonging through community engagement, coalition building, and community-based research. My professional experience spans academic, community, governmental, nonprofit, and health policy-focused expertise. I engage and lead high-impact community-based initiatives through advocacy, education, and public service. I was a lead in creating the [Nevada Minority Health and Equity Coalition](https://nmhec.org/) (<https://nmhec.org/>).

## Areas of Expertise

- Health Equity Advocacy
- Diversity, Equity, Inclusion
- Program Management
- People-Centered Leadership
- Cultural Competence
- Intercultural Development Inventory
- Community Engagement
- Coalition Building
- Community-Based Participatory Research

## Education

University of Michigan, Ann Arbor

School of Social Work, Master's

*Concentration:* Community Organizing & Community Social Systems

The University of Nevada Las Vegas

College of Liberal Arts, Bachelor of Arts

*Major:* Political Science

## Professional Experience

*May 2016 - Present*

Executive Director for the Office of Community Partnerships

Chair/Staff, Nevada Minority Health and Equity Coalition

University of Nevada, Las Vegas, School of Public Health (S.P.H.)

As Executive Director for the Office Community Partnerships, I chair and lead the Nevada Minority Health and Equity Coalition (N.M.H.E.C.) housed in the School of Public Health. The N.M.H.E.C. works to ensure Health Equity across Nevada. The work of the N.M.H.E.C. is conducted from a D.E.I. and Social Justice lens. The three major components of this work include community engagement, policy and advocacy, and evaluation and assessment promoting health equity at all levels.

The N.M.H.E.C. provides training through DEI-based learning activities to advance health equity. N.M.H.E.C.'s responsibilities include educational programming, grant identification, professional development, research, resource development, and community outreach supporting the work of the N.M.H.E.C. in Nevada. In addition, I:

- Promote and support the S.P.H. graduate and undergraduate internship programs. Collaborate with faculty and staff to identify internship sites and place students.
- Support the Center for Health Disparities and the American Indian Research and Education Center through collaboration with N.M.H.E.C. programming, aligning with UNLV MSI Title III and H.S.I. Title V initiatives.
- Support and coordinate with the S.P.H. recruitment team in developing and implementing recruitment initiatives to bring diverse student populations to the S.P.H.

Additional role: Instructor, School of Public Health and School of Social Work

- PBH 200: Multicultural Health
- PBH 165: Personal Health Across the Lifespan
- SW 730: Macro Practice and Theory

*2008 – 2016*

Assistant Vice President for Diversity Initiatives,  
University of Nevada Las Vegas, Las Vegas, NV

#### Overall Responsibilities

I have provided leadership for developing university-wide diversity initiatives and structure that supports the University's research, teaching, and service mission and goals. I lead or support diversity, equity, and inclusion programming such as intergroup dialogue, civic engagement initiatives, conflict resolution, D.E.I. training, curriculum infusion, research and evaluation, and student, faculty, and staff success initiatives. Areas of leadership included:

#### Community/Campus Leadership

- Led community outreach efforts supporting the public research institution's academic mission to build diversity, equity, and inclusion efforts that strategically link the campus to the community.
- Represented the Vice President on campus and in the community, at meetings, and on boards. Committee work included:
  - Leading the Minority Serving Institution Task Force - Title III & Title V - Achieved Title III – Asian American Native American Pacific Islander Designation (AANAPISI) and achieved Title V – Hispanic Serving Institution (H.S.I.) Designation
  - Academic Student Affairs Leadership Council
  - University Policy Committee
  - Inclusive & Just University Committee for the U.N.L.V. Public Safety Advisory Board (P.S.A.B.)
  - Consortium for Professional Opportunities
  - Past Advisor to E.P.S.C.O.R. Tri-State Coalition for Diversity in S.T.E.M.
  - Past member of the Non-traditional Re-entry Student Commission
  - Advisor to the Diversity Commission

#### Development

- Provided leadership for grant development, fundraising, donor relations, marketing, and educational materials in support of diversity and inclusion efforts
- Worked with federal-state-local, private, and corporate foundations for resource development
- Provided leadership for University – Community Resource Development Leadership Council in support of diversity and inclusion, trained and provided ongoing development of council members to ensure the success of funding initiatives
- Provided support for managing budget and oversight for financial accounting
- Successfully wrote and obtained College Access grants totaling \$280,000.00

#### University-Wide Programs and Services

- Provided leadership for the identification of critical elements and implementation of best practices for a campus-wide diversity initiative in a public research university setting
- Established and maintained effective working relationships with diverse students, faculty, staff, and community members in support of diversity and inclusion efforts through the Diversity 101 efforts
- Provided educational programming in support of underrepresented populations.
- Provided leadership for the opening of the multicultural center, providing educational services for faculty, staff, students, and community partners
- Conducted multiple forms of assessment, evaluation, and data analysis to ensure the success of initiatives and programs

Additional roles included:

#### School of Social Work Instructor (2015)

- Taught Social Work 730: Macro Theory and Practice

#### School of Social Work Field Liaison (2014 – 2015)

- As Field Liaison, I provided educational, evaluative, supportive, mediation, administrative, and consultative services for the Office of Field Education.
- Supervised 8 to 10 students and field instructors as students complete practicum requirements.
- Provided education and ensured compliance with C.S.W.E. core Competencies, U.N.L.V. School of Social Work field education policies and procedures, curriculum, and field education goals and objectives.

#### Social Work Field Instructor (2003 – 2015)

- Provided field instruction for undergraduate and graduate students.
- Ensured students completed all requirements for field practicum as required by the school of social work and the state of Nevada.
- I provided weekly supervision and feedback on all assignments and responsibilities of students.

Director of the U.N.L.V. Multicultural Center (2008-2010)

- Managed all aspects of operations of the Multicultural Center, including building and programs
- ; provided supervision for Academic Peer Advocates
- ; provided instruction for undergraduate and graduate students' practicum from the School of
- Social Work; and Managed programming budget and oversight for compliance with university policy and risk management requirements.

*2006 - 2008*

Director for the Office of Student Diversity Programs & Services,  
University of Nevada Las Vegas, Las Vegas, NV

Overall Responsibilities

Provided leadership for developing the new office of Student Diversity Programs and Services (S.D.P.S.), supervision for three full-time staff, one doctoral graduate assistant, four graduate practicum students, and several program assistants. I was responsible for operational budget and fundraising initiatives to support division goals and objectives. In addition, I:

- Provided leadership for the creation of opportunities for students to fully participate and partner with S.D.P.S. in the research, planning, design, and implementation of programs and services.
- Responsible for developing marketing and public relations materials to support S.D.P.S. activities.
- Led educational outreach to establish partnerships with community leaders and organizations in support of S.D.P.S. activities to enhance the level of awareness about the role of the community across the U
- .N.L.V. campus, participated and served as an active member of various campus committees.

*2005 - 2006*

Project Manager for the Healthy Lifestyles Project,  
University of Michigan, School of Social Work

Overall Responsibilities

I managed the collection of data on diabetes management and prevention for African-American and Latino participants in Detroit. I facilitated ongoing staff development to ensure community-based programs met project and community goals and facilitated education and training of community partners for participation in research and evaluation activities. Responsibilities included:

- I coordinated the development of project findings and evaluation through case studies for submission to the community steering committee, Detroit-based staff, Centers for Disease Control, and the National Institute of Health.

- I managed communication between University and community partners, i.e., steering committee members, community-based organizations, and government agencies.
- I managed and maintained a multi-million dollar project budget for all programming
- , researched new funding sources, and identified resources to support the project.
- I supervised a full-time staff (10) research team of graduate and undergraduate students working on projects (20+ students per semester).

#### Social Work Field Instructor Responsibilities

- I provided field instruction for graduate students from social work and public health schools.
- I provided weekly supervision and feedback on all assignments and responsibilities of students.
- I facilitated professional development activities for students working on various projects.
- Evaluated and completed final grade reports for student performance on projects.

*2003 – 2005*

Project Coordinator for the Healthy Lifestyles Project,  
University of Michigan, School of Social Work

#### Overall Responsibilities

I assisted the principal investigator on research, data collection, and program management for diabetes prevention, healthy pregnancy, nutrition and physical activity, and other health issues relevant to underrepresented communities in urban settings. I provided support for literature reviews, community-based focus group interviews, and writing of program findings and:

- I supported and coordinated faculty research and community work supporting the Healthy Lifestyles Projects.
- I supported communication, interaction, and outreach to community-based leadership through participation in steering committees, work groups, and intervention and evaluation projects.
- Managed, coordinated, and facilitated education and training of community partners to participate in research activities pertaining to community requests and needs.
- I conducted community outreach and educational programming in underrepresented communities for project participants, participant family members, and community residents.

*2001 - 2003*

Research Associate for the Detroit Initiative,  
University of Michigan, Ann Arbor, MI

### Overall Responsibilities

I managed and provided technical support for community-based technology centers in Detroit. Responsible for an outreach team of graduate and undergraduate students working at various sites and developed and identified resources to support program projects. Maintained communication and relationship-building with community partners. Developed, implemented, and managed after-school programs targeting urban youth and families in southwest Detroit. Programs focused on civic engagement, youth leadership, computer introduction (English and Spanish), and parent outreach and networking.

*1997–2000*

### Regional Representative

United States Senator Harry Reid,  
Las Vegas, NV

### Overall Responsibilities

I served as regional representative for U.S. Senator Harry Reid to underrepresented communities. I intervened between citizens and federal agencies (e.g., Department of Justice, State, Labor, and Education) to resolve constituent issues and concerns. I was responsible for the recruitment, review, and selection of potential candidates for the U.S. military service academies; coordinated and facilitated the first Nevada Hispanic Leadership Conference in Washington, DC; organized and implemented state-wide educational programs on the political process, leadership, community empowerment, civic responsibility, and civic education.

*1994–1996*

District Executive for the Urban Emphasis/Hispanic Outreach Program,  
Boy Scouts of America, Las Vegas, NV

I provided leadership for developing and implementing the first urban emphasis program targeting underrepresented boys and their families. I created and facilitated culturally relevant workshops for various community groups on issues related to leadership development, fundraising, and scouting programs for urban youth. I was responsible for recruitment strategies for youth membership and adult volunteers. I monitored the annual budgetary and fundraising process for specific Boy Scout districts.

### **Service and Leadership Activities**

#### Minority Serving Institution and Campus Equity

- 2022, New Leadership Academy Fellow – University of Utah – American Association of Hispanics in Higher Education
- 2021-2022, Chair for the Nevada System of Higher Education Inclusion, Diversity, Equity, and Access Council.
- 2021, Intercultural Developmental Inventory (I.D.I.) – Completed and certified as an I.D.I. Administrator for the University of Nevada, Las Vegas. D.E.I. campus-wide initiative utilizing the I.D.I. for faculty, staff, and student development.

- 2018-present, U.N.L.V. Hispanic Serving Institution and Minority-Serving Institution Campus taskforce and liaison to national organizations, including the Hispanic Association of Colleges and Universities, American Association for Hispanics in Higher Education, and Excelencia in Education.
- 2014-current, Nevada System of Higher Education – H.S.I. Taskforce
- 2011-Founding President of the Nevada Alliance for Latino Education & Justice

#### Health Equity and Public Health

- 2023, Represented Nevada at the CDC ASTHOS Power of Partnerships Health Equity program
- 2022, Appointed by Governor to serve on the Nevada Workforce Engagement Public Health Advisory Council
- 2020 to present, Serve on the Board of Directors for the Southern Nevada Health District Community Health Center (A Federally Qualified Health Center) – Current Chair
- 2014 to present, Chair the Nevada Minority Health and Equity Coalition – Founding Member
- 2022-current, Appointed to the Governors Workforce Engagement in Public Health Advisory Council
- 2022-current, Nevada Workforce Engagement Public Health Advisory Workgroup – C.D.C. – State of Nevada funded initiative
- 2015-current, Director on the Silver State Health Insurance Exchange – Nevada Health Link

#### Community Focused

- 2015-2023, Trustee of the Las Vegas Clark County Library District
- 2021-2023, Nevada Commission on Minority Affairs, Commissioner
- U.N.L.V. Community Engagement Council, S.P.H. Member
- Latin Chamber of Commerce Board of Directors, Director
- 2008, Recipient of the Public Service, Nonprofit Leadership Award Latin Chamber of Commerce, Las Vegas, Nevada

## References

Dr. Marta Meana  
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Retired Chief Diversity Officer  
Clark County School District  
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