



**CITY OF NEW BEDFORD**  
JONATHAN F. MITCHELL, MAYOR

November 3, 2022

City Council President Ian Abreu and  
Honorable Members of the City Council  
133 William Street  
New Bedford, MA 02740

Dear Council President Abreu and Honorable Members of the City Council:

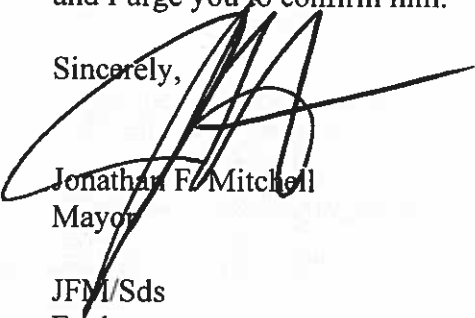
I am pleased to submit for your confirmation the appointment of Joshua Amaral as the Director of the Office of Housing and Community Development.

Mr. Amaral's experience in the field makes him the most qualified candidate for the position. He has served as the Assistant Director of People Acting in Community Endeavors (PACE) Inc., where he spearheaded revitalization of the organization's housing efforts with the creation of the Housing Opportunity Center and the development of PACE's expanded food distribution site on Park Street. As PACE's Assistant Director, Mr. Amaral's responsibilities include finance, human resources, facilities, and compliance. In addition to his leadership role at PACE, Mr. Amaral has served City government as an elected member of the School Committee from 2014 through 2022, currently sits on the New Bedford Free Public Library Board of Trustees and chairs the Homeless Service Providers Network.

A lifelong resident of New Bedford and a product of our public schools and local university, Mr. Amaral's commitment to New Bedford is unmatched. Moreover, his knowledge and experience in policy and management will benefit the City department with the largest, most direct impact on improving outcomes for low- and moderate-income neighborhoods and their residents.

In sum, Mr. Amaral is an outstanding candidate for the position of Director of OHCD, and I urge you to confirm him.

Sincerely,

  
Jonathan F. Mitchell  
Mayor

JFM/Sds  
Enclosures

cc: Joshua Amaral

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# JOSHUA AMARAL

MBA, MCPPO, NCRI

450 [REDACTED] Street

New Bedford, MA 01905

[REDACTED]

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## PROFESSIONAL EXPERIENCE

### Assistant Executive Director, PACE Inc.

New Bedford, MA | September 2015 - Present (Current role 2018-present)

#### Leadership, Planning & Compliance

- Under the direction of Board of Directors and Executive Director, serve agency as Chief Operating Officer. Attend & regularly present and lead discussions with Board of Directors & Senior Leadership Team
- Led collaborative Strategic Planning processes in 2018 and 2020, including comprehensive community and agency assessments, internal and external surveys, stakeholder interviews, and visioning processes. Ensure day-to-day implementation & reporting
- Manage array of reporting and compliance related to complex federal, state, and private grants. Maintain strong relationships with monitors and auditors. Increased federal compliance ratings by 25%
- Represent agency in local and statewide coalitions, partnerships, as a spokesperson with media entities, publications, and to government officials, funders, volunteers, and in related development efforts
- Integrated Results Oriented Management & Accountability (ROMA) systems into agency programs and operations

#### Program Impact

- Provide ongoing leadership & support to 10 programs in basic needs, education, workforce development & health
- Spearheaded revitalization of PACE's housing efforts with creation of Housing Opportunity Center, growing staff from 1.5 FTE & budget of \$150k to staff of 7.5 FTE with 21-22 budget of \$3M. The program led local response to pandemic-related housing needs
- Devised operational plan to scale up food pantry distribution by 500% to meet community demand during pandemic through new mobile pantries, third-party deliveries, offsite storage, added staffing, hours & logistics.
- Developed concept and funding strategies for new state-of-the-art food center, expected to open Fall 2022
- Introduced innovative marketing approaches in 25k+ client Fuel Assistance program that have become best practices statewide among 22 agencies (social media, robo-calling, direct mail, transit campaigns)
- Launched virtual workshop series in 2022 on first-time homebuyer programs, budgeting, and increasing income. Over 300 live viewers, since watched over 3000 times

#### Finance & HR

- Designed annual budget process and developed agency-wide budgets of \$57M, \$66M, \$72M, and \$87M
- Strategize spending approaches to maximize resources; project, monitor, report on budget to Board of Directors
- Coordinate major procurement efforts (real estate, construction, vehicles, school busing, audit services)
- Led negotiations with Head Start teacher's union to settle transformative three-year CBA in 2022
- Orchestrate benefits renewal strategies, finding savings & approaches to maintain 90% agency-paid health plan
- Introduced concept of Employee Appreciation Day - an annual gathering of all 165+ staff

#### Capital, Facilities & IT

- Manage real estate acquisition, agency construction/renovation projects, capital planning and execution.
- 2021-22: directed \$1.2M+ acquisition & development of Park St Food Center, \$450k Head Start bathroom renovation, YouthBuild facility code improvements, major reno. at rental housing properties & PACE main office
- Implemented professional maintenance and property management program at PACE rental housing sites
- Created agency-wide e-mail system & cloud integration via Microsoft 365
- Managed redesign of agency website & social media accounts
- Led unprecedented investment in technology across programs to enable pivot during pandemic
- Acquired cyber liability coverage & implemented leading cybersecurity through outsourced managed services

### Community Center Coordinator, People Incorporated

Fall River, MA | May 2013 - September 2015

- Drove growth and development of school-based family resource centers in Fall River elementary schools
  - Expanded programming at each site to serve families by providing case management, family support, food pantries, after-school programs, activities and workshops, and adult basic education programming
  - Established over a dozen effective partnerships with community organizations
  - Developed, implemented, and supervised 160-hour state grant-funded Urban Youth Collaborative (UYC) internship program in 2014 & 2015
  - Through demonstrated success of the program, attained approval to double size and budget of UYC internship program
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**PUBLIC SERVICE & LEADERSHIP**

**New Bedford School Committee**

January 2014 - January 2022

- Ran successful city-wide campaign in November 2013, becoming the youngest official ever elected in New Bedford
- Charged with board-level oversight of 2,000 employees, 13,000-student school district, and its \$180+ million budget
- Vice-Chair 2016-17. Chair, Policy Committee. Member of Finance, Facilities, Transportation Committees
- Extensive experience with education policy, public advocacy, labor relations, public finance, facilities, transportation
- Led fundraising and grassroots public political campaigns in 2013 & 2017.
- Also served as appointee on Greater NB Regional Vocational District School Committee Jan 2019-Aug 2020
- Served as board member for Massachusetts Association of School Committees, leading Urban Districts Division

**New Bedford Homeless Service Providers' Network**

February 2017 - Present

- Chairperson since 2020. HSPN acts as New Bedford's planning body that coordinates housing and services funding for homeless families and individuals. Executive Committee member since 2017.
- Works in concert with New Bedford Office of Housing & Community Development to determine priorities, distribute funds, and manage federal homelessness programs.

**New Bedford Library Board of Trustees**

May 2022 - Present

- Appointed by Mayor Jon Mitchell; carry out governing, policy, and planning activities to guide public library system

**New Bedford Commission for Citizens with Disabilities**

January 2016 - February 2019

- Appointed by Mayor to help alleviate issues faced by persons with disabilities and to take action to ensure their equal status in the city. Successfully led campaign to increase handicap parking violation fines in New Bedford from \$100 to \$250, doubling CCWD revenue and increasing citizens' access.

**EDUCATION**

**Master of Business Administration**

UMass Dartmouth  
Public Management & Leadership MBA

**Bachelor of Arts (Political Science)**

UMass Dartmouth  
Commonwealth Scholar

**School Business Administrator Licensure Program**

Worcester State University  
Licensed by DESE February 2020

**OTHER QUALIFICATIONS, SKILLS & ACCOLADES**

- Massachusetts Certified Public Purchasing Official (MCPPO)
  - Completed Public Contracting Overview & Design, Construction Contracting, and Supplies & Services Contracting. Certified Spring 2021.
- Notary Public in Commonwealth of Massachusetts
- Nationally Certified Results Oriented Management Accountability (ROMA) Implementer
- 2017 SouthCoast Emerging Leader Award Nominee
- Graduate of Leadership SouthCoast, Class of 2017
- Named Massachusetts Association of School Committees "Life Member" in 2020
- Graduate of MASSCAP Leadership Development Institute, 2017
  - Thesis: "Recruiting, Retaining, and Rethinking Rising Up the Ladder in CAP Agencies"
- Political Science Emeritus Professor Award for Overall Outstanding Scholarship
- Ethics Certification from Commonwealth of Massachusetts
- Certified in AHA healthcare provider CPR, completed EMT course
- Well-versed in all Microsoft Office suite programs, video, photo, graphic editing, social media marketing, website management and design

**REFERENCES**

Available on request

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