

**A RESOLUTION TO APPOINT MEMBERS OF THE DUNWOODY VOLUNTEER
COORDINATING COMMITTEE FOR THE CITY OF DUNWOODY, GEORGIA**

WHEREAS, the City of Dunwoody is authorized by the City Charter to create boards, commissions and authorities as the Mayor and City Council deem necessary; and

WHEREAS, Resolution 2011-04-24 formalized the Dunwoody Volunteer Coordinating Committee for the City of Dunwoody, Georgia; and

WHEREAS, the Mayor and City Council had previously appointed Barbara Robinson as a member of the Dunwoody Volunteer Coordinating Committee of the City of Dunwoody, with a term expiring on June 30, 2019; and

WHEREAS, the position held by Barbara Robinson has become vacant prior to the expiration of the term; and

WHEREAS, the Mayor of the City of Dunwoody is authorized with confirmation from the City Council to appoint the following person as a member of the Volunteer Coordinating Committee of the City of Dunwoody with the following term of office:

Kate Roark, 3 year termexpiring June 30, 2019

WHEREAS, this Resolution shall become effective upon its adoption.

NOW THEREFORE BE IT RESOLVED AND EFFECTIVE by the Mayor and Council of the City of Dunwoody while in regular session on December 10, 2018 at 6:00 pm that Kate Roark is appointed as a member of the Volunteer Coordinating Committee of the City of Dunwoody for the designated term.

Approved:

Denis L. Shortal, Mayor

Attest:

Sharon Lowery, City Clerk

(SEAL)



APPLICATION FOR APPOINTMENT

4800 Ashford Dunwoody Road | Dunwoody, GA 30338
Phone: (678) 382-6700 | Fax: (678) 382-6701

The Dunwoody City Council believes that citizens bring valuable insights and are a skilled resource in the community. The Council encourages all citizens to consider becoming involved in the city government by serving on a Board, Commission, or Committee. Applications are accepted throughout the year.

To be considered for an appointment to a municipal board, commission, or committee, please complete and submit the following application and send it with a resume to the City Clerk, Sharon Lowery. Applications and resumes may be submitted by e-mail to sharon.lowery@dunwoodyga.gov, by fax to (770) 396-4705, or by mail to 4800 Ashford Dunwoody Road, Dunwoody, GA 30338.

* Applicant Information

Name: Kate Poelker Roark		
Address: 4608 King's Down Ct., Dunwoody, GA 30338		
Phone: [REDACTED]	Cell: same	
Email: [REDACTED]		
Place of Employment: Munich Re	Occupation Risk Management Consultant	
How long have you been a resident of Dunwoody?	13 Years	Months

* Board / Commission / Committee for which you would like to be considered

<input type="checkbox"/> Alcohol License Review Board	<input checked="" type="checkbox"/> Planning Commission
<input type="checkbox"/> Audit Committee	<input type="checkbox"/> Sustainability Committee
<input checked="" type="checkbox"/> Board of Ethics	<input type="checkbox"/> Urban Redevelopment Agency
<input type="checkbox"/> Construction Board of Adjustment and Appeals	<input checked="" type="checkbox"/> Volunteer Coordinating Committee
<input checked="" type="checkbox"/> Convention and Visitors Bureau of Dunwoody	<input type="checkbox"/> Zoning Board of Appeals
<input type="checkbox"/> Design Review Advisory Committee	
<input type="checkbox"/> Development Authority	<input type="checkbox"/> No preference, I just want to volunteer!

* Interest and Experience (Please also attach or submit a resume)

Why are you interested in serving on a board / commission / committee?
My family moved to Dunwoody in 1978 when I was 8 years old. I grew up here. After college, I moved away & was gone 10 years. I returned after the birth of my first child.
I have a strong connection to my community and pride in the city's roots. I want to honor that while helping to usher my hometown into a new era of hospitable, innovative vitality.
What experience do you possess that would be of benefit to a board / commission / committee?
As I stated above, I grew up in Dunwoody. My husband and I have 3 kids attending Dunwoody schools. I have many connections in the area and want people to love Dunwoody as much as I do. I have served on the board of Georgetown Recreation Club. I also have been on the board of several insurance related associations both local and national. I am an organized, passionate, open-minded, articulate, sincere relationship builder with excellent, persuasive communication skills.

* Terms & Conditions

<i>I hereby attest that all statements and information provided in this application are true to the best of my knowledge. I understand that I may be interviewed prior to consideration for appointment.</i>		
<i>I hereby agree that if appointed to serve as a member of a City of Dunwoody Board, Commission, or Committee, I will spend my time, skills, and energy on the goals and mission of the Board, Commission, or Committee including preparation for meetings. Furthermore I agree that, if appointed, my term will be governed by the By-laws of the Board, Commission, or Committee to which I am appointed.</i>		
<i>I understand that if appointed, I will make an effort to attend all meetings and must attend at least two-thirds of the scheduled meetings in order to remain a member in good standing.</i>		
Applicant's Name: Kate Poelker Roark		
Applicant's Signature: kroark@munichre.com	<small>Digitally signed by kroark@munichre.com DN: cn=kroark@munichre.com Date: 2018.05.15 22:29:21 -0400</small>	Date: 5/15/18

Submit!

KATE POELKER ROARK

4608 KING'S DOWN COURT
DUNWOODY, GEORGIA 30338



EXPERIENCE:

- 08/11 – current **Risk Management Consultant, Munich American Reassurance Company, Atlanta, GA**
 Perform internal and external underwriting audits
 Review all underwriting requirement change requests
 Present quarterly case clinics for underwriting department
 Present external training on medical and non-medical topics as well as on our underwriting manual
 Review all new business quote requests and provide underwriting feedback
 Present client benchmark reports multiple times per year
 Social media and recruitment consultant
 Manage multiple marketing projects such as annual underwriting calendar and AHOU events
- 06/10 – 07/11 **In-house Underwriter, Business Underwriters Associates, Akron, OH**
 Review all rated and declined cases for accuracy
 Appeal and/or shop cases and informal applications as necessary
 Discuss cases with producers and home office staff
 Write monthly newsletter article
 Manage new business staff
 Attend NAILBA, AHOU, BRAMCO and carrier meetings
- 04/04- 06/10 **Senior Underwriter, West Coast Life, Atlanta, GA (Protective Life)**
 Work with brokers & general agents associated with BRAMCO
 Drafted PowerPoint presentations used for broker meetings
 Drafted letter templates used by all West Coast Life underwriters
 Worked on national marketing campaign for universal life product
 Worked as Rolling Solutions primary underwriting contact for their web-based quoting system, XRAE.
- 01/01 - 04/04 **Senior Underwriter, Banner Life Insurance, Rockville, MD (Legal and General)**
 Worked with brokers & general agents
 Presented class on Crohn's disease & ulcerative colitis
 Sat on committee to determine e-mail protocol
- 01/00 - 01/01 **Senior Underwriter, Zurich Kemper Life, Schaumburg, IL (Protective Life)**
 Underwriting team leader - managed staff of underwriters & underwriting assistants
 Worked with Zurich Direct as well as brokers & general agents for Zurich Kemper
 Interviewed prospective underwriting & assistant candidates

- 02/98 - 01/00 **Senior Underwriter, Allstate, Vernon Hills, IL**
Member Life Specialist Program
- 09/95 - 02/98 **Underwriter, Prudential Life Insurance, Minneapolis, MN and Jacksonville, FL**
Member of troubleshooters team
- 03/94 - 09/95 **New Business Specialist, Prudential Preferred Financial Services, Atlanta, GA**
Trained agents on application completion & general underwriting information

EDUCATION:

B. A. English, Spring Hill College, Mobile, AL 05/92.

ACCOMPLISHMENTS:

- NASD Series 6. Working toward FLMI and FALU designations
- NAILBA - member of the Professional Development Committee and Charitable Grant Foundation. Participated as a panelist at their annual convention in 11/09
- AHOU - Program Committee 2011-2013 and 2017-2018. First Social Media Consultant 2014-2016 - developed their Facebook, LinkedIn and Twitter presence and provided content.
- GAHOU - President 2011-2012
- CHOLHUA - Secretary 1998-1999
- JHOLHUA (Jacksonville Home Office Life & Health Underwriters' Association) - Secretary 1996-1997
- Able to interpret normal electrocardiograms.