

DATE: 12/01/2011

TO: City Clerk

FROM: Representative Eddie Holguin, Jr.

ADDRESS 2 Civic Center Plaza 10<sup>th</sup> Floor, El Paso, TX TELEPHONE 915-541-4182

Please place the following item on the (Check one): CONSENT XXX REGULAR \_\_\_\_\_

Agenda for the Council Meeting of December 6, 2011

Item should read as follows: Appointment of Rene Leon to the Animal Shelter Advisory Committee by Representative Eddie Holguin, Jr., District 6.

SPECIAL INSTRUCTIONS: \_\_\_\_\_

**BOARD COMMITTEE/COMMISSION APPOINTMENT/REAPPOINTMENT FORM**

NAME OF BOARD/COMMITTEE/COMMISSION: Animal Shelter Advisory Committee

NOMINATED BY: Representative Eddie Holguin, Jr. DISTRICT: 6

NAME OF APPOINTEE Rene Leon  
(Please verify correct spelling of name)

BUSINESS ADDRESS: \_\_\_\_\_

CITY: El Paso, ST: TX ZIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

CITY: El Paso ST: TX ZIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

WHO WAS THE LAST PERSON TO HAVE HELD THIS POSITION BEFORE IT BECAME VACANT?

NAME OF INCUMBENT: Rebecca Rojas

EXPIRATION DATE OF INCUMBENT: 02/01/2011

REASON PERSON IS NO LONGER IN OFFICE (CHECK ONE): TERM EXPIRED: X  
RESIGNED \_\_\_\_\_  
REMOVED \_\_\_\_\_

CITY COUNCIL APPROVAL DATE: 12/06/2011

TERM BEGINS ON : 02/02/2011

EXPIRATION DATE OF NEW APPOINTEE: 02/01/2013

PLEASE CHECK ONE OF THE FOLLOWING: 1<sup>st</sup> TERM: X  
2<sup>nd</sup> TERM: \_\_\_\_\_  
UNEXPIRED TERM: \_\_\_\_\_

# Rene Leon

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## Experience & Expertise

- Excellent writing, research and communication skills
- Strong institutional knowledge of local, state and federal government systems.
- Experience in dealing with various government, business and community organizations.
- Valuable experience in media communications and strong relationships with media organizations

## Work History

2009 - Present

- Photographer and Freelance Writer
  - Researched background information and conducted interviews with clients to prepare copy for their publications and business websites.
  - Small business experience.

March 2008 – November 2009

- Legislative Aide, Office of city Rep. Susie Byrd
  - Executed various projects within the district and within the city administration
  - Organized office communications with news media, including researching and drafting office press releases and media information packets.
  - Researched policy initiatives.

2007 – 2008

- Assistant Editor, El Paso Media Group
  - Reported on city, county and state government for *Newspaper Tree*.
  - Other duties included writing and editing articles, headlines and advertising copy.
  - Responsible for content, editing and layout of the *El Pasoan*, a specialized community publication.
  - Developed story ideas and collaborated on creative concepts for all publications.
  - Photographed content for various stories and articles.

2001 – 2003

- Internships, District Attorney's Office for the 34<sup>th</sup> Judicial District
  - Assistant to special projects director.
  - Various positions with family violence unit, misdemeanor division and IT department.

## Education

2003 – 2006, 2011

- University of Texas at El Paso
  - Major: Political Science, Minor: History

2001 – 2003

- DePaul University, Chicago

## Affiliations and Achievements

- Graduate of the FBI Citizens' Academy, 2008
  - Member of the United Way Young Leaders Society Executive Committee, 2008 – 2009
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