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BAC-3207

Board Name	Denver Immigrant & Refugee Commission	Status	Selected
Salutation		Type	Reappointment
First Name	Priscilla	Preferred Email	pfredr@denverhousing.org
Last Name	Fredrickson	Other Email	priscillafredrickson@gmail.com
Contact Name	Priscilla Fredrickson	Preferred Phone	2483429558
Middle Name		Other Phone	
MMAC Trans. Mode Group			

Work and Home Address

Work Address	777 Grant Street	Home Address	[REDACTED]
Work City	Denver	Home City	[REDACTED]
Work State	CO	Home State	[REDACTED]
Work Zip	802023	Home Zip	[REDACTED]

Additional Information

Are you a registered voter?	No	Gender	Female
If so, what county?		Other Gender	
Denver City Council District No	N/A	Race/Ethnicity	Other
Occupation/Employer	RCS Account Coordinator/DHA	Other Ethnicity	African
		Objection to appointment?	No
		Special Information	

Reference Details

Reference Name #1	Renee Nicolosi	Reference Email #1	
Reference Phone #1	7209323048		
Reference Name #2	Dion Reisbeck	Reference Email #2	
Reference Phone #2	7209323051		
Reference Name #3	Tsehai Teklehaimanot	Reference Email #3	
Reference Phone #3	7209323113		
Owner	Denver Integration	Created By	Denver Integration, 12/12/2017 4:48 PM
		Last Modified By	Barry Burch Jr., 8/2/2018 12:07 PM

Board Members

Priscilla Fredrickson

Priscilla Fredrickson

Priscillafredrickson@gmail.com * 248-342-9558

EDUCATION:

Masters in International Development

Eastern University – Wayne, PA (Graduation Date: December 2012)

Bachelors in Business Administration in Marketing with a Minor in Social Work

Rochester College – Rochester Hills, MI (Graduation Date: May 2011)

WORK EXPERIENCE:

Resident and Community Services Account Coordinator (May 2016- Present)

Denver Housing Authority- Denver CO

- Maintains records and ledgers for Resident Council Board and Local Resident Councils.
- Performs account payables and manages records and files for vendors and Local Resident Councils.
- Prepares reports and account analysis and reconciliations and audits schedules and other reports as required in QuickBooks.
- Prepares and manages bi-monthly meetings and conferences by coordinating logistics, presenters, caterers, performances and marketing materials.

Resident and Community Services Service Coordinator (August 2015- April 2016)

Denver Housing Authority- Denver CO

- Provided Case management to residents which included intake assessments and referral to service providers
- Coordinated and sponsored educational events to residents
- Coordinated a local Residence Committee with local service providers to ensure that participants were linked to services that helped them to obtain self-sufficiency.

Grant Writer and Researcher (February 2014- May 2015)

Fount of Mercy-New York City, NY

- Performed research on foundations and prospective grants
- Developed grant proposals and concept notes
- Communicated with prospective donors through email

Teacher (June 2013 – May 2015)

Rainbow Bible School – Abilene, TX

- Supervise classroom activities in accordance with chosen curriculum
- Maintain accident and incident reports
- Develop good rapport with children and parents

Legal Assistant (May 2013 – November 2013)

Ovbleko Law Firm – Abilene, TX

- Managed law firm office
- Organized case files and documents, oversee calendars, type and file court affidavits, and coordinated case details between client and attorney
- Performed legal research, drafted legal documents, prepared complaint responses, discovery requests, and other Legal documents

Customer Service Representative (January – May 2013)

Teleperformance – Abilene, TX

- Performed administrative duties such as receiving and transferring calls
- Provided customer services such as troubleshooting, account verification, and billing management
- Maintain client relationship and database

Immigration Case Manager Intern (September – December 2012)

International Rescue Committee – Abilene, TX

- Assisted refugees and asylees with U.S. citizenship and Immigration services applications
- Performed administrative tasks such as filing, copying, and scheduling
- Conducted intake interviews

VOLUNTEER EXPERIENCE:

Director of Organization Development Program

Fount of Mercy-New York City, NY (May 2014-Present)

- Managed program strategies and processes
- Design program curriculum and evaluate program needs
- Craft competence models

Development Intern

Trees, Water & People- Fort Collins, CO (July 2015- Present)

- Perform prospective donor research through Foundation software
- Draft concept notes, proposals, and budgets

SPECIAL SKILLS:

Financial Literacy Training (May – June 2012)

Eastern University – Wayne, PA

- Conducted financial literacy, marketing research, and business management workshops for low income families in North Philadelphia

Language

- Swahili, lusoga, luganda, lunyankole, and some German

Computer

- Proficient in Microsoft Office
- Familiar with Microsoft Access
- Quick books