

# Memorandum



**Date:** July 17, 2013

**To:** Department Directors

**From:** Honorable Carlos A. Gimenez  
Mayor 

**Subject:** 2013 United Way Campaign - Department Coordinators

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As you know, the United Way of Miami-Dade funds much needed social services throughout our community. The successful 2012 Miami-Dade County's United Way Campaign, earned the *Community Partner/Million Dollar Campaign Award*, which was presented at the June 4, 2013 Board of County Commissioners' meeting. In continuing our tradition of raising funds, my administration is committed to working with the United Way throughout the 2013 campaign, to support important services that will benefit the citizens in our community.

In preparation for the upcoming County's 2013 United Way Campaign, please select the employees who will serve as your United Way Department Coordinators. This is an excellent opportunity for them to work with individuals at all levels of professional development within your department, as well as, with members of the County's United Way Leadership. As you know, these employees are critical to the attainment of your department's United Way goal and the overall success of the countywide campaign. I am asking departments with over 500 employees to please select three (3) coordinators; departments with 100-499 employees please select two (2) coordinators and departments with under 100 employees, please select one (1) coordinator.

There will be two Department Coordinators Orientation sessions in order to provide options to accommodate employees' schedules. The first one will be on Tuesday, August 27, 2013 from 9:00 a.m. to 3:00 p.m. at the United Way Ansin Building, 3250 SW 3<sup>rd</sup> Street – Ryder Room. The second meeting *option* will be on Friday, August 30, 2013 from 9:00 a.m. to 3:00 p.m. at the United Way (same address) Center for Excellence / Training Room. Coordinators will be trained to educate employees about the positive impact and benefits of the United Way of Miami-Dade and how funds are allocated to the numerous Impact partners that support social services. Please submit the name of the selected employee(s) to Jackie Anghel-Novick, at [angheli@miamidade.gov](mailto:angheli@miamidade.gov) by Friday, July 26, 2013. If you have any questions, please contact Lisa M. Martinez, Senior Advisor, at 305-375-2911.

Let's continue our tradition of giving and make this year's campaign another great success story!

c: Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners  
R.A. Cuevas, Jr., County Attorney  
Senior Staff, Office of the Mayor