

JASON R. GOLDSTEIN, MPA, CPM

Alexandria, VA • (571) 572-9484

goldstein.r.jason@gmail.com • [LinkedIn Profile](#)

November 3, 2025

Attn: Odet Izquierdo
Acting City Clerk
City of Westlake
4001 Seminole Pratt Whitney Road
Westlake, FL 33470

Dear Ms. Izquierdo:

Since my wife and I are seeking to return to Palm Beach County, we were excited to learn about the available Westlake City Manager position (Reference#: CM10082025). I believe my 20 years of relevant executive management experience in the public sector, including municipal government, will provide the high-quality service needed to support the City Council and the residents it serves.

I currently serve as the Assistant Village Manager/Chief Innovation Officer at the Village of Friendship Heights in Chevy Chase, Maryland, where I manage the parks, planning and development, emergency management, citizen engagement, and information technology departments. I also manage outsourced services with numerous vendors and contractors, as well as secure state and federal grants and appropriations.

In addition, I have advanced policies through effective coalition building, negotiated agreements, developed public-private partnerships, and created impactful messaging for internal and external stakeholders. These efforts required sound political judgment, a strong understanding of legislative and regulatory processes, and the application of excellent analytical, negotiation, and organizational skills. Throughout my career, I have maintained an unwavering commitment to ethics, transparency, and integrity.

I am confident that my qualifications, including a Master of Public Administration from New York University and a Certified Public Manager designation, will allow me to make significant contributions to Westlake's ongoing success. Please find my resume attached for your review. Thank you very much for your time and consideration. I look forward to hearing from you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'JR Goldstein', with a stylized flourish at the end.

Jason R. Goldstein

JASON R. GOLDSTEIN, MPA, CPM

Alexandria, VA • (571) 572-9484

goldstein.r.jason@gmail.com • [LinkedIn Profile](#)

EXECUTIVE SUMMARY & SKILLS

Innovative, energetic, and highly motivated leader with reputable communication skills. Demonstrated experience in developing and managing budgets up to \$50 million and related financial management activities. Successfully led up to 175 FTE and PTE. Proven expertise in operations management, infrastructure development, strategic planning, project management, community relations, innovation, and media relations. Possess an unwavering commitment to employing integrity, honesty, diplomacy, and transparency.

- | | | |
|-----------------------|-----------------------------|-------------------------------|
| ✓ Strategic Planning | ✓ Operations Management | ✓ Financial Management |
| ✓ Contract Management | ✓ Project Management | ✓ Policy Planning |
| ✓ Community Relations | ✓ Human Resource Management | ✓ Intergovernmental Relations |
| ✓ Communications | ✓ Organizational Leadership | ✓ Grants and Appropriations |

RELEVANT LOCAL GOVERNMENT EXPERIENCE

6/2022 – **VILLAGE OF FRIENDSHIP HEIGHTS**, Chevy Chase, MD
Present **Assistant Village Manager/Chief Innovation Officer**

Friendship Heights is a village located in Chevy Chase, Maryland, just two blocks outside of Washington, DC. Founded in 1918, the Village has a population of 5,400 and is located in Montgomery County, Maryland.

Duties and responsibilities:

- Oversee planning, programs, operations, and staffing involving the following departments: planning and development, parks, emergency management, citizen engagement, and information technology.
- Lead developer of the village's 2026-2030 strategic planning initiative.
- Spearhead an infrastructure development program to maintain the roads, sidewalks, parks, and buildings.
- Contribute to operating and capital budget planning, enforce fiscal policies for village operations, and identify cost savings and operational efficiencies.
- Develop and manage robust government relations and community engagement plans.
- Collaborate with landowners, developers, and manage economic development and commercial projects.
- Participate in negotiations with public and private sector entities regarding economic and infrastructure development, as well as service contracts.
- Coordinate council and committee meetings, documentation, and related activities.
- Build and nurture relationships with village staff, councilmembers, and the public.
- Communicate with citizens and citizens' groups to address inquiries and gather support for village programs.
- Research and report on county, state, and federal policies and regulations that might impact the village.
- Design community surveys to better assess the needs, concerns, and opinions of residents.
- Prepare reports on department activities, monitor compliance with service agreements, and ensure adherence to laws and regulations.
- Craft significant enhancements to technology and communications applications.
- Advance staff through trainings, retreats, and quarterly reviews.
- Submit policy recommendations to the council, council committees, and the mayor.
- Advise the village manager on current and projected needs of the village.

Key Accomplishments:

- Based on my proposal, the village was admitted into the Maryland Department of Information Technology's cybersecurity assessment and remediation free pilot program, ultimately saving the village at least \$50,000.
- Revised communications plan resulting in a year-over-year 50% increase in website traffic, a 22% increase in council meeting attendees, and a 17% increase in program attendees.
- Implemented a new online activity and program registration system with payment processing.

OTHER PROFESSIONAL EXPERIENCE

11/2008 – **UNITED NATIONS**, New York, NY, Bangkok, Thailand, Rome, Italy
03/2022 **Senior Program Manager**

Served five UN agencies across six continents. Managed large programs with budgets ranging from \$500,000 to \$25 million, and supervised staff ranging from eight to 50. Decided to leave the UN due to its misguided direction and lack of observable local impact. The decision was made to pivot career into local government.

Duties and responsibilities:

- Developed and managed operations and policy programs, including several departments, staff, budgets, planning, stakeholder engagement, and reporting.
- Enhanced organizational mission by developing effective strategic planning initiatives.
- Advised senior management on policy planning, project creation, communications, and staffing.
- Engaged with numerous high-level international government officials, CEOs, and directors from UN agencies to strengthen local, regional, and national public policies.
- Media representation of various UN agencies, including appearances on television and radio, interviews with the print media, and the preparation of press releases.

Key Accomplishments:

- Crafted a stakeholder engagement campaign that led to a 45% increase in countries participating in projects.
- Increased donor contributions by 27% via an innovative two-year resource mobilization strategy.

04/2000 – **MAXIMUS MANAGEMENT ENTERPRISES, LLC**, Lutz, FL, Bangkok, Thailand
09/2008 **Founder and Managing Director**

Started boutique consulting company offering international organizations cost-effective solutions concerning project management, training, strategic planning, change management, and communications. Managed up to 85 FTE and international consultants.

Duties and responsibilities:

- Directed the day-to-day operations of several international projects, with budgets ranging between \$500,000 and \$50,000,000 concerning various project management initiatives.
- Spearheaded change management, strategic planning, workflows, risk management, and compliance measures by implementing effective management practices.
- Structured client relationship management processes that resulted in consistent growth.

Key Accomplishments:

- Created an international consulting company with an initial year-over-year growth rate of 28%.
- Led the transformation of internal administrative processes and cost-cutting measures that resulted in an ROI increase of 11% from the previous year.

EDUCATION

NEW YORK UNIVERSITY, Robert F. Wagner Graduate School of Public Service, Master of Public Administration, Public Policy, New York, NY

UNIVERSITY OF MASSACHUSETTS, College of Natural Sciences, Bachelor of Arts, Administration, Psychology/Political Science, Amherst, MA

THE LONDON SCHOOL OF ECONOMICS & POLITICAL SCIENCE, International Programs, Diploma for Graduates, International Development, London, UK

UNIVERSITY OF BALTIMORE, Schaefer Center for Public Policy, Certified Public Manager, Baltimore, MD

CERTIFICATION & SKILLS

CERTIFICATION: Certified Public Manager, National Certified Public Manager® Consortium

SOFTWARE: Windows 11, Office 365, macOS, Azure, Google Workspace, WordPress, Canva, Trello, Slack, Flywheel, Mailchimp, Oracle NetSuite OpenAir, Salesforce, ADP Workforce, Adobe Acrobat, Nuance, GoToMeeting, Zoom

LANGUAGES: English (native), Spanish (CEFR B2), Thai (CEFR A2)

AFFILIATIONS

- International City/County Management Association
- Maryland Municipal League
- Maryland Certified Public Manager Association
- Maryland City/County Management Association
- American Academy of Certified Public Managers
- American Society for Public Administration
- Association for Public Policy Analysis and Management