

Jean Farmer-Butterfield
 4701 Bayview Place, North
 Wilson, North Carolina 27896
 (252) 237-1506
 Jeanfarmerbutterfield@gmail.com



North Carolina General Assembly
 Business: (919) 733-5898
 Fax: (919) 754-3216
 Cell: (252) 373-8868
 Jean.Farmer-Butterfield@ncleg.net

Education:

North Carolina Central University, Durham, NC
 B.A. - Sociology
 Double Minor - Early Childhood Education and English

North Carolina Central University, Durham, NC
 M.A. - Guidance and Counseling and Sociology

School of Law, North Carolina Central University, Durham, NC
 Advanced Study - Law

North Carolina State University, Raleigh, NC
 Advanced Study - Administration and Supervision and Developmental Disabilities

Training:

Professional Training, University of North Carolina, Developmental Disabilities Training Institute, Chapel Hill, NC. Includes person-centered planning, program analysis of service systems, human sexuality, and legal rights and advocacy, and others

Duke University Training and Symposiums in areas such as Non-Profit Management, Management by Objective, Equal Opportunity Law, Interrelationships in Business, and areas related to Mental Health and Substance Abuse, and others

Work Experience:

2003 - Present: Member, North Carolina House of Representatives, North Carolina General Assembly

Duties include serving as an elected official for Wilson, Edgecombe, and Nash counties, followed by Wilson and Pitt counties and currently Wilson city and county. Representation included serving as **Chair** of the Aging committee for three consecutive legislative sessions (2003-2008). In addition, served on the following committees: Appropriations (first and only Freshman to serve on full committee in 2003-2004 and have served every term), Appropriations-Health and Human Services (served as **Vice-Chair** during multiple sessions), Children, Youth and Families (**Vice-Chair** from 2007-2008), Commerce and Job Development, Education, Ethics, Federal Relations and Trade Issues (**Vice-Chair** from 2005-2006), Health (**Vice-Chair** for 2017-2018), Joint Legislative Program Evaluation Oversight,

Joint Legislative Oversight-HHS, Judiciary, Local Government, Mental Health Reform, Pensions and Retirement, Redistricting, Regulatory Reform, Rules, Select Committees on COVID-19 and Disaster Relief, Small Business and Entrepreneurship, and State Personnel. Elected as **Vice-Chair** of the Freshman caucus during first term in **2003-2004**. Appointed as **Clerk** for the House Democratic Caucus for first two terms (**2003-2006**), and **Majority Whip** for two terms (**2007-2010**). Elected **Chair** of the Joint Democratic Women's Legislative Caucus for two terms (**2015-2018**), and currently serve as **Secretary** for the Joint Bipartisan Women's Caucus (**2019-2020**). **Founder** of Joint Intellectual and Developmental Disabilities (IDD) Caucus in **2017**. Elected as **Secretary** for one term (**2003-2004**) and **2nd Vice Chair** for two separate terms for the North Carolina Legislative Black Caucus. Primary duties also include working with and for constituents on their issues, concerns, and legislative priorities. Work with local elected officials, congressmen and other leaders in the district, and providing for the general welfare and improvements of the people throughout the community, first and foremost. Conceived and formed one of the first Citizens Legislative Advisory Boards in the United States, in District 24. Provide consultation and assistance to other legislators from North Carolina and other states on how to create one due to its success. Advocated, co-sponsored and voted for legislation for tax incentives for small businesses. Address concerns of constituents, when possible, on denial of unemployment compensation.

1997-2001: Chief Executive Officer, Jean Farmer-Butterfield (JFB) & Associates Consulting Firm

Duties included founding and managing consultant firm providing consulting, technical assistance, training and education to individuals, employers, and employees. Associates with expertise in areas of need were utilized as needed. Areas of emphasis included, but not limited to, the following: program development and implementation, employer/employee relationships, education, developmental disabilities, mediation, human and civil rights, building professional relationships, and how to be a team player. I'm also a renowned inspirational and motivational speaker.

1988 - Present: Senior Director, LIFEguardianship Supports & Services, The Arc of NC, Raleigh, NC

(1988 - 1989: Associate/Deputy Director of The Arc of NC, Director of Staff Development, Director of Guardianship)

(1989 - 1990: Interim Executive Director of The Arc of NC, Associate/Deputy Director of The Arc of NC and Staff Development, and Director of Guardianship)

Duties include overseeing, directing, and managing a statewide corporate guardianship program. Overall responsibilities enable approximately 800 adults to receive Guardianship of the Person by legal appointment by the clerks of superior court in all 100 counties across the state, as well as advocacy, monitoring, coordination and liaison supports, and consents through the area of regional staff and volunteer advisory council. Recruiting, training, and retaining of volunteers enables adults who need guardianship to have volunteers to help make major decisions on their behalf through statewide quarterly meetings and monthly subcommittee meetings. Responsibilities also include seeking and obtaining contracts and grants to enhance the lives of wards/individuals and enable training of agencies and organizations who are stakeholders on Guardianship, Restoration of Rights and Alternatives/Options to Guardianship. Negotiating and managing with upwards of fifty local agencies by Managing contracts with the North Carolina Department of Health and Human Services. Duties also include ensuring the

training and technical assistance and education on restoration of rights, limit guardianship, and alternatives are available for to stakeholders across the state. Developing policies and procedures with input from approximately 30 volunteers and coordinating the implementation of said policies and procedures as well as other aspects of the Volunteer Guardianship Council and of staff. Directing and managing the program includes a desire to maintain high standards, ethics and quality supports and services to all wards/individuals who are provided Guardianships or other alternatives. Served on the National Guardianship Association board for six years. While on the board, chaired the governmental relations committee and successfully lobbied Congress for additional funds. After serving, founded the North Carolina Guardianship Association, and is known as a national expert in Guardianship, Restoration, and Alternatives to Guardianship.

1987 - 1988: Qualified Developmental Disabilities Professional/Active Treatment Coordinator, O'Berry Center, Kinston, NC

Duties included coordinating programs and services for IDD adults in group homes in a regional institution using an interdisciplinary team approach. Writing individualized habilitation plans and insuring active treatment and programming by team members. Monitoring and supervising individual habilitative programs. Conducting program planning conference, in-service training sessions, core meetings, etc. to promote the interdisciplinary team process on behalf of individuals with IDD. Supervising staff and overseeing their work with the consumer to ensure their lives were person centered and enhanced. Also provided information as manager and supervisor on whether or not employees provided accurate information when departing the agency to justify unemployment compensation. This involved working in-house with the appropriate staff and personnel, as well as the appropriate employment security and unemployment compensation staff.

1974 - 1984: Area Developmental Disabilities Coordinator, Wilson-Greene Mental Health/Developmental Disabilities Program

Duties included conducting needs assessments surveys, writing grants, developing and implementing DD programs in Wilson and Greene Counties. Provided administration and supervision of DD programs under the auspices of the center. Monitored and evaluated DD programs. Provided consultation and technical assistance to all agency operated and contracted programs. Developed budgets, monitored and administered funding for all programs. Provided public education and awareness activities to agencies, schools and the general public. Coordinated and assessed training needs and insured that they were met. Duties involving obtaining funds and developing programs resulted in the following: An early intervention program, developmental daycare center, adult development activity program(ADAPT), shelter/workshop, respite care center, and several group and family care homes in a two-county area. Served as an advisor to the Wilson County Arc and founded the Greene County Arc. Also provided information as manager and supervisor on whether or not employees provided accurate information when departing the agency to justify unemployment compensation. This involved working in-house with the appropriate staff and personnel, as well as the appropriate employment security and unemployment compensation staff.

1972 - 1974: Assistant Administrator of Federal Grants and Staff Development, NC Department of Human Resources, Division of Mental Health, Intellectual and Other Developmental Disabilities (IDD) and Substance Abuse Services-IDD Section, Raleigh, NC

Major duties involved reviewing grants and programs for determining allocation of federal and state funds for programs for people with IDD programs. Monitoring, evaluation and insuring appropriate training, consultation and technical assistance were provided to all local and regional DD programs and institutions funded for those allocated funding. Insured compliance with state and federal guidelines, regulations and standards for continued funding. Provided justification to the Secretary of North Carolina Department of Human Resources for accepting or rejecting all applications for funding. Assessed training needs and assuring that they were met for all DD programs statewide.

1971 - 1972: Teacher, Glenwood Elementary School, Chapel Hill, NC

Primary responsibilities included teaching 6th graders every course included in the school curriculum. Served as Advisor of the Student Government Association, and was department chair. Taught dance (jazz/tap/ballet/swing) after school on the campus as an extracurricular activity for students and parents. Provided cultural outreaches for students on volunteer basis.

1966 - 1972: Substitute Teacher, Wilson and Durham Counties

Primary responsibilities included K-12 teaching while in college and graduate school. Taught during breaks in school or free time during the school year.

Personal and Professional Affiliations (Past & Current):

- Founder & Past Member, Arc of Greene County
- Past Member, State Employees' Association
- Advisor, Board Member & Past President, Arc of Wilson County
- Member, Wilson Mental Health Association
- Member & Past Vice-President & Secretary, Delta Sigma Theta Sorority
- Member, Past President, Vice-President & Secretary, Wilson-Rocky Mount-Tarboro Chapter of The Links, Inc.
- Founder & Charter Member, Past Chair & Vice-Chair and Board Member, North Carolina Guardianship Association
- Member & Past Board Member, National Guardianship Association
- Member, National Association of Female Executives
- Member, National Association of Female Executive Directors
- Member, American Association of Mental Retardation/IDD (AAMR)
- Member, T.A.S.H.
- Member, AARP
- Member, Wilson Chamber of Commerce

Note: A listing of additional committees, commissions, and boards previously served on from 1966 to present (2020) is available, if and as needed. Additionally, workshops, trainings, symposiums and seminars attended or conducted at the local, state, and national levels can also be provided.