

Application Form

Profile

Thank you for your interest in volunteering your time and expertise to the Culver City community. The information contained on this application is for use by the City in reviewing candidates to fill vacancies on City Commissions, Committees, and Boards. During consideration of applicants, the City may consider the information contained in this application, any required supplemental questionnaire, and any other publicly available information. An appointment to any Commission, Board or Committee is at the discretion of the appointing authority.

Ethics and Avoidance of Conflicts of Interest

As a reflection of the residents of the community, Culver City prides itself on the high ethical standards adhered to by its municipal government. As a prospective applicant, we want you to be informed about potential limitations that state and local law impose on individuals who serve the community, especially where they may have a financial conflict of interest. Please consider this information before submitting an application and accepting an appointment. Further information and training regarding these limitations, as well as other legal and procedural requirements when serving on these bodies (i.e. Brown Act, ethics laws, etc.), will be provided in the event you are appointed to one of the City's commissions, committees, or boards.

State law has established regulations intended to ensure that a public official does not use his or her position for personal, financial benefit.

- The California Political Reform Act prohibits a public official (including any of the City's commission, committee, or board members) from participating in any decision or deliberation that might affect the official's own financial interests. In such a situation, the official must publicly disclose the potential conflict of interest, recuse himself or herself from the item being discussed, and leave the meeting room while the matter is considered.
- Government Code Section 1090 imposes an even stricter prohibition. It prohibits a local body from "making" a contract with one of its own members (even if the member has recused him or herself), which includes all aspects of contract formation, including such actions as influencing the contract's scope or the selection of a contractor.

A community member volunteering to sit on a City commission, committee, or board should be aware of these restrictions and take them into consideration before applying for or accepting appointment to any of these bodies.

If you have questions about this information and how it may apply to your particular situation, please contact the City Attorney's Office at (310) 253-5660.

Important Information

As you complete your application, please be aware of the following:

You may apply to any body at any time. However, only those positions that are either vacant or have terms ending soon may be considered for appointment during a certain timeframe.

You may attach a resume or other supplemental information. However, at a minimum, please ensure you submit this Application form by the applicable deadline.

Please note that certain bodies have additional supplementary questions that pertain

to that particular body.

If appointed to a body, please be aware that:

- Important: Unless a specific exception is made by the City Council, generally individuals are eligible to be appointed to serve on only one body at a time.
- All appointees will be required to attend an Ethics and Brown Act training class, which will be offered through the City Attorney’s and City Clerk’s Offices, as well as a Diversity, Equity, and Inclusion training, and other trainings as needed.
- State law and the City’s Conflict of Interest Code may require you to file annual financial disclosure forms.
- Meeting dates and times of the various bodies are subject to change at the City Council’s discretion, staff requirements and the availability of the meeting facilities.
- Please note that you may be subject to a background check. A conviction does not preclude you from being considered for a commission, board or committee appointment.

Please be advised this document is a public record and information contained herein may be subject to public disclosure as required by the California Public Records Act and any other applicable law.

Which Boards would you like to apply for?

Cultural Affairs Commission: Submitted

If you are applying for more than one body, please list those bodies in the order of preference for which you would like to be considered below.

Heather

First Name

Moses

Last Name

Email Address

Street Address

City

Suite or Apt

State

Postal Code

Are you a Culver City resident?

☒ Yes ☐ No

If you are a resident of Culver City, please list how many years:

Since 2001

Primary Phone

Alternate Phone

Culver City Unified School
District

Employer

Arts Coordinator

Job Title

Are you a Culver City business owner/operator?

☐ Yes ☒ No

If you are a Culver City business owner/operator, please list how many years.

Minors, age sixteen (16) or older, are eligible to apply with parental or legal guardian consent. Are you a minor?

☐ Yes ☒ No

If you are a minor, please provide your parental
consent letter below.

Qualifications and Experience

Have you ever worked for the City of Culver City?

☐ Yes ☒ No

If you have worked for the City of Culver City, please list dates of employment and names of departments.

If you are related to any current City employees or appointed officials of the City of Culver City, please indicate name(s) and relationship(s).

Have there been, or are there now, any circumstances and/or relationships which might reflect adversely on the propriety of your serving as a member of any body to which you might be appointed?

☐ Yes ☒ No

If yes, please explain:

Community Service (List commissions, boards, committees and other organizations on which you have served or currently serve, are a member or have been a member and offices held and in what city those positions were or are held). Please feel free to include participation in community events. Please highlight Culver City community involvement:

I am currently on the Culver City Arts Foundation Advisory Board. Other board positions include President of the La Ballona PTA and La Ballona Booster Club (Culver City, CA). Road Theatre Company Artistic and Corporate Board Member (North Hollywood, CA). I volunteer for the Culver City Summer Music Festival, Culver City Tree Lighting and Culver City Art Walk. I also volunteer to read grants for the Los Angeles Region Strong Workforce program.

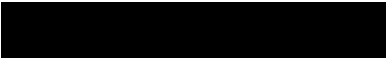
Heather Moses

Employment. Please provide a minimum of 5 years of employment history, including titles and duties of current and past employment. Please feel free to attach a resume or CV in lieu of completing this section:

Resume Attached

Education (Include professional or vocational licenses and certificates.) Please feel free to attach a resume or CV in lieu of completing this section:

Resume Attached



Upload a Resume

Application Questions

For the body(ies) to which you seek appointment(s), what have you determined to be the primary role of the body?

The primary role of the commission is to serve as an advisory body to the City Council on arts-related matters in Culver City. This includes fine arts, performing arts, arts education, and historic preservation.

Why do you seek appointment on the body(ies)? Please be specific to the body(ies)'s role.

I have had the privilege of working in arts education in Culver City since 2010, and I witness the transformative impact of the arts on our students every day. Culver City is already a vibrant, art-filled community, and the strength of our local arts ecosystem is deeply rooted in meaningful partnerships between the city, our schools, and the broader community. I want to bring my experience in arts education to the Cultural Affairs Commission to help sustain and grow this legacy. By serving as a bridge for the next generation of residents, I hope to ensure that young people are prepared to participate in and contribute to Culver City's creative economy. I am committed to strengthening the City-School Partnership and stewarding policies that ensure today's students inherit the same dynamic, art-rich city we value now.

What is there specifically in your background, training, education or interests that qualifies you for appointment? What special qualities and/or qualifications can you bring to the body(ies) to which you seek appointment(s)?

I bring over a decade of experience in arts education in Culver City, working directly with students, educators, artists, and community partners. Since 2010, my work has focused on integrating the arts into public education, advocating for equitable access to arts learning, and building sustainable partnerships between schools and the broader creative community. This experience has given me a deep understanding of how city policy, funding, and community support directly affect arts programming and student outcomes. I offer the commission a practitioner's perspective—someone who understands both the day-to-day realities of arts education and the long-term value of arts investment. I am skilled at collaboration, long-range planning, and translating the needs of young people and educators into actionable policy recommendations. Above all, I bring a strong commitment to stewardship: ensuring that Culver City's vibrant arts ecosystem continues to thrive and remain accessible to future generations.

How do you envision fulfilling the objectives, and/or goals of the body(ies), as established by the City Council?

I envision fulfilling the objectives and goals established by the City Council through thoughtful collaboration, informed advocacy, and responsible stewardship of Culver City's cultural resources. I would approach the work of the commission by actively listening to community members, artists, educators, and city staff, and by grounding recommendations in both policy goals and lived experience. I would support initiatives that strengthen access to the arts, foster partnerships between the city, schools, and local cultural organizations, and ensure that public investments in the arts are equitable, sustainable, and responsive to community needs. Drawing on my background in arts education, I would help elevate youth voices and ensure that policies consider long-term impacts on future generations. Above all, I am committed to advancing the City Council's vision for a vibrant, inclusive, and art-rich Culver City.

How many meetings of the commission(s), board(s), or committee(s), to which you are interested in being appointed have you attended? Please indicate how often and when.

I have not regularly attended Commission meetings. However, I attend City Council meetings from time to time and stay engaged with Commission work through ongoing professional collaboration with current and former commissioners.

How much time, on a monthly basis, can you commit to reviewing materials in preparation for attendance at meetings of the body(ies) to which you desire appointment?

I am able to dedicate 20 hours per month to Commission work, ensuring sufficient time for reviewing materials, preparing for meetings, and participating fully in all responsibilities.

Is there anything else you would like to add that has not been covered by your answers to the prior questions? (You may attach supplemental information below.)

I would like to express my sincere excitement about the opportunity to serve on the Cultural Affairs Commission. Culver City's commitment to the arts has had a meaningful impact on my professional work and on the students and families I serve, and I would be honored to contribute to sustaining and strengthening that legacy. I bring a collaborative spirit, a deep respect for public service, and a strong commitment to ensuring that Culver City remains a vibrant, inclusive, and art-filled community.

Please upload a file to attach supplemental information, if desired.

You are invited to attach additional pages, enclose a copy of your resume and/or submit supplemental information which you feel may assist the appointing authority in its evaluation of your application.

Please submit your application and any attachments no later than the final filing date as announced in the Notice of Vacancy and Request for Applications to the City of Culver City by submitting your application online or

By Mail: Office of the City Clerk
9770 Culver Blvd.
Culver City, CA 90232

By Fax: (310) 253-5830

By Email: city.clerk@culvercity.org

If you have questions regarding the completion or filing of this application, please contact the City of Clerk's Office, by fax or email as indicated above, or by phone at (310) 253-5851.

Outreach Question

The City Clerk's Office is always looking to improve outreach. Please indicate how you heard about this opportunity (Facebook,/Twitter, Nextdoor, Newspaper, Website/Email, Word of Mouth or Other) *

☒ Word of Mouth

Supplemental Questions

Thank You

The City Clerk's Office encourages all interested persons to apply for all positions in which they have an interest!

HEATHER MOSES

EXECUTIVE SUMMARY

Visionary nonprofit and arts education leader with 15+ years' experience designing equity-driven, community-centered programming. Proven success in leading strategic partnerships, securing and managing significant grant funding and advocating for systemic change in public education. Skilled in program design, stakeholder engagement, and aligning arts initiatives with district and statewide policy priorities. Passionate about ensuring all students have access to high-quality arts education through inclusive leadership and strategic collaboration.

LEADERSHIP EXPERIENCE IN ARTS & EDUCATION

Culver City Unified School District (CCUSD) K-12 Arts Coordinator 2017-Present

CCUSD is a vanguard "Arts for All" district and remains deeply committed to expanding equity and access to arts learning. www.ccusdarts.com

- Lead the execution of the district's Strategic Arts Plan (2018-2023), aligning local goals with countywide and statewide arts education initiatives to promote sustainability and equity.
- Manage the Robert Frost Auditorium, a 1,200-seat venue, balancing community, student, and professional use – advancing access and placemaking goals.
- Advance arts access as a driver of community connection, using public performances and exhibitions to bring diverse audiences together.
- Provide strategic leadership and technical assistance to 25+ arts educators and 11 external partners across all school sites to expand and deepen arts programming.
- Secure and manage over \$1M in multi-source grant funding yearly, ensuring compliance, data-driven reporting, and strong funder relationships.
- Serve as district representative in community-wide arts education coalitions, advocating for increased investment and policy support at local and county levels.
- Convene Community Arts Team uniting educators, nonprofits, and civic leaders to co-design equitable arts access strategies.

Front & Center Theatre Collaborative Program Coordinator 2010-present

A unique arts partnership between CCUSD, Center Theatre Group, The Actors' Gang, Sony Pictures, and others.

- Lead the design and implementation of sequential, standards-based K–12 theatre education programs, reaching over 3,500 students annually.
- Act as the central liaison between schools, arts organizations, funders, and administrators to ensure aligned goals, shared accountability, and impact tracking.
- Manage program grants totaling \$100,000+ per cycle; write proposals, deliver progress reports, and assess outcomes with a focus on equity and student engagement.

The First School Director of Communications 2009- 2014

Preschool in Santa Monica focused on raising emotionally healthy children.

- Directed family engagement and community enrichment programming at a private preschool serving 300+ students.
- Initiated and coordinated a parent education speaker series to support socio-emotional learning and child development.

TV/Film Production Experience**Various****2001 - 2006**

Travel Coordinator, Twentieth Century Fox, "Because of Winn-Dixie Re-shoots
Shipping Coordinator, Warner Bros Entertainment, 'The Last Samurai"
Production Manager, Turner Broadcasting Systems, "Man Made Movie"

COMMUNITY AND BOARD LEADERSHIP**Culver Arts Foundation****Advisory Board Member 2019 - Present****La Ballona Elementary School****Board Member****2009 - 2016**

- La Ballona PTA – President 2014/2015 & 2015/2016 school years
- La Ballona Education Partners - Co-President 2011/2012 & 2012/2013 school years; Secretary 2009/2010 & 2010/2011 school years

The Road Theatre Company**Corporate Board Member****1994 - 2015**

- Corporate Board 2004 – 2014; Accountant 1999 – 2006; Artistic Board Member 1996-2004

EDUCATION

Antioch University, Los Angeles, **Master of the Arts in Nonprofit Management**
California State University, Northridge, **Bachelor of Theater Arts**

PROFESSIONAL CREDENTIALS**Certified Nonprofit Professional (CNP)****June 2019**