

**Application for Appointment to Board, Commission, Committee, Task Force or Position**

Applicants appointed by the Board of Supervisors will be required to take an oath of office. All applications will be kept on file for one year from the date of application.

**Public Records Act**

Applications are public records that are subject to disclosure under the California Public Records Act. Information provided by the applicant is not regarded as confidential except for the addresses and phone numbers of references and the applicant's personal information including home and work addresses, phone numbers and email address.

**Form 700 Conflict of Interest Code**

[California Fair Political Practices Website](#)

Please note that appointees may be required by state law and county conflict of interest code to file financial disclosure statements.

**Which Boards would you like to apply for?**

Napa County Commission on Aging: Submitted

**Category of Membership for Which You Are Applying**

Board Member

**Profile**

Julie \_\_\_\_\_ M \_\_\_\_\_ Mitchell \_\_\_\_\_  
First Name Middle Initial Last Name

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Home Address Suite or Apt

Calistoga \_\_\_\_\_ CA \_\_\_\_\_ 94515 \_\_\_\_\_  
City State Postal Code

**Which supervisorial district do you reside in? \***

District 3

To find your supervisorial district go to <https://www.countyofnapa.org/1334/About-the-Board>, click on "Look Up My District" and enter your address.

\_\_\_\_\_  
Primary Phone

Self employed

Employer

Freelance writer and editor

Job Title

Freelance writer/contact  
coordinator for Calistoga  
Living magazine

Occupation

## Education/Experience

30+ year background in public relations/marketing communications. 20+ years as a freelance writer for publications including local newsletters, newspapers, and magazines. Seasonal essay editor for 20 or more high school students applying to college. Board member, UpStage Napa Valley BA in English/Creative Writing from Stanford University; MFA in Writing from University of San Francisco.

## Name and occupation of spouse within the last 12 months, if married. (For conflict of Interest purposes)

## Resume

[Resume\\_2025.docx](#)

Upload a Resume

Letter of Recommendation or Supplemental  
Attachments

## Professional or occupational license, date of issue, and expiration including status

## References: Provide names and phone numbers of 3 individuals who are familiar with your background.

Jenn Sloan, [REDACTED] Eden Umble, [REDACTED] Sharie Renault, [REDACTED]

## Community Participation

### Please explain your reasons for wishing to serve and, in your opinion, how you feel you could contribute.

As an older adult, I am concerned about some of the issues facing all seniors in Napa Valley. Rising housing costs, lack of rental units, difficulty finding in-home care and/or affordable retirement homes are just some things I'm interested in exploring. Also, where I live, in Calistoga, the side streets are full of ruts and potholes making bicycling, even walking, perilous. And the paucity of streetlights adds to this issue. Better delivery of healthful food is another issue.

### Nature of activity and community location

I am in Calistoga. As an active member of the community, I volunteer at events throughout the year including the Harvest Table and the Fourth of July parade.

### Other County Board/Commission/Committee on Which You Serve/Have Served

I am on the board of UpStage Napa Valley, a community theater group.

**Public Actions that may impact Credit Rating (List all court or other public administration actions impacting your credit rating within the past ten (10) years)**

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## **Electronic Signature Agreement**

**I meet the criteria required to serve in this position.**

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Yes  No

**I declare under penalty of perjury that the foregoing is true and correct.**

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Yes  No

## **Please Agree with the Following Statement**

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**By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.**

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I Agree

## **Electronic Signature (First M. Last)**

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Julie M. Mitchell

## **Date**

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01/19/2025

## JULIE MULLER MITCHELL



A sharp, creative storyteller, I write for several websites and publications. I am also an essay editor, working with high school and college students on application essays and resumes. An experienced content coordinator and skilled researcher, I work well independently but also as a collaborative team player. I have corporate and agency expertise in public relations and marketing communications, as well social media.

### Writing and Editing Experience

1991—Present

- Freelance feature writer, *Calistoga Tribune*, a widely read weekly newspaper—April 2022-present
- Content Coordinator, *Calistoga Living* and magazine, a monthly publication for the local community. Write cover stories and features, take photos, conduct interviews, edit, proof, and manage content coordination for each issue—July 2022-present.
- Content writer, Brand Yourself Consulting, New York, NY. Research and write content copy including blogs, and in-depth long-form and short articles for this marketing and branding strategy company—March 2021 present.
- Feature writer for *The Weekly Calistogan*. Wrote features and contributed a monthly bylined book column—April 2020-April 2022.
- Social media specialist, Blackbird of Calistoga, a local specialty shop—July 2022-2024.
- Contributed features about restaurants, wellness, and businesses for the monthly newspaper, *The Marina Times*—2008-2021.
- Wrote monthly “Farewell” columns/obituaries on noted alumni for *Stanford Magazine*, Stanford University’s alumni magazine, for three-plus years.
- Freelance editor of *Stanford for You*, a monthly email newsletter listing multiple Stanford University community events with an audience of more than 14,000 subscribers—September 2012-December 2013.
- Part-time temporary editor for *Stanford News Digest*, a daily internal compilation of news articles featuring Stanford with an audience of university staff and faculty, March 2013—June 2013.
- Wrote weekly column on computers and Internet technology from a consumer’s standpoint for *Investor’s Business Daily* entitled “Computers Made Plain” from February 2000—March 2003.

- Adept in social media, including Facebook, Pinterest, X, and Instagram.

**Essay coach and tutor, College Tuition Assistance  
San Francisco Bay Area.**

**2012 — Present**

- Work remotely with 20-plus high school and college students annually on brainstorming, drafting, editing, and polishing their college resumes and application essays as well as graduate school and transfer essays.

**Teaching Assistant**

**1/2004—6/2004**

**University of San Francisco, San Francisco, CA**

- Advised undergraduate English majors on their final projects in fiction, creative nonfiction,

**Communications Manager**

**1989—1991**

**Adia Personnel Services, Menlo Park, CA (now Adecco)**

- Conceptualized and wrote print advertising copy as well as direct mail, public relations, human resources, and corporate training materials as part of an integrated creative team. Wrote and edited brochures, newsletters, annual reports, and employee magazines, and training videos.

**Board member, UpStage Napa Valley, a community theater group.**

## **EDUCATION**

**MFA in Writing, University of San Francisco**

**BA in English/Creative Writing, Stanford University**