



The City of South San Francisco

Office of the City Clerk
400 Grand Avenue
South San Francisco, CA 94080
(650) 877-8518

BOARDS AND COMMISSIONS APPLICATION

APPLYING FOR <i>(more than one may be selected)</i>	
<input type="checkbox"/>	Bicycle and Pedestrian Advisory Committee* <i>*Must be a resident of/for employed in South San Francisco</i>
<input type="checkbox"/>	Conference Center Authority -Business Representative <i>*Must represent a Business in South San Francisco</i> Business Name: _____
<input type="checkbox"/>	Conference Center Authority -Community Representative
<input type="checkbox"/>	Conference Center Authority -Hotel Representative* <i>*Must represent a Hotel in South San Francisco</i> Hotel Name: _____
<input type="checkbox"/>	Cultural Arts Commission
<input type="checkbox"/>	Equity and Public Safety Commission
<input type="checkbox"/>	Housing Authority
<input type="checkbox"/>	Housing Authority Tenant Commission* <i>*Must be a resident of the Housing Authority</i>
<input checked="" type="checkbox"/>	Library Board
<input type="checkbox"/>	Measure W Citizens' Oversight Committee
<input type="checkbox"/>	Parking Place Commission
<input type="checkbox"/>	Parks & Recreation Commission
<input type="checkbox"/>	Planning Commission
<input type="checkbox"/>	Traffic Safety Commission

APPLICANT INFORMATION

Full Name: Hong Christina T.K.
Last First M.I.

Address: _____ District: 4
Street Address (Select One)

South San Francisco CA 94080
City State ZIP Code

Telephone: _____ Email: _____



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SUPPLEMENTAL QUESTIONNAIRE

Why are you interested in serving as a Boards and Commissions member? What do you feel you could contribute?

Libraries have always felt like a second home to me. Growing up in New York City as a latchkey kid with a single mom, I spent many after-school hours at the local Hollis branch public library - doing homework, reading, and volunteering. It was a space filled with stories, possibilities, and a strong sense of belonging. Since moving to South San Francisco in 2016, I've come to deeply appreciate how our library system offers so much more than books. It creates access, fosters inclusion, and serves as a bridge to learning for families from all walks of life. From my daughter's early storytimes to after-school homework & reading sessions, book clubs, esports, STEM, Makerspace and many other wonderful programs, the library has been an extension of our home and heart. I've enjoyed being a member of the South San Francisco Friends of the Library, volunteering and contributing whenever I can. My husband, Christian, regularly volunteers and teaches 3D printing classes for kids, teens, and adults at the SSF Library, and our daughter, Isabella, loves volunteering too as his TA - making it a true family affair.

What draws me to this opportunity is the chance to protect and grow that mission - especially for those who often feel unseen. Whether it's a working parent seeking resources, a student without internet access at home, or a child with special needs who lights up at storytime, the library shows up. And I want to show up for the library. With my background in nonprofit work, C-level business experience in operations and IT, PTA leadership, and strong ties to local families and schools, I bring both heart and hands-on know-how. I'd work to help the library remain inclusive, culturally relevant, and responsive to the evolving needs of our community.

What qualifies you for this appointment?

For over a decade, I've been immersed in community service - leading fundraisers, organizing events, mentoring families, and building partnerships that turn ideas into action.

In my professional role in the nonprofit sector, I advocate for all children especially with special needs and their families. I've learned how to navigate complex systems, fight for equity, and collaborate across schools, public agencies, and care teams. I've also served on multiple PTA and non-profit organization boards, working closely with educators and city partners to design inclusive, family-centered programs.

But more than any title or role, what qualifies me most is that I truly care. I don't just attend meetings - I follow through. I don't just listen - I take action. I bring strategic thinking, a people-first mindset, and a deep passion for creating spaces where people feel seen, valued, and supported.

What is your vision for growth in South San Francisco?

To me, growth in South San Francisco isn't just about development - it's about deepening our community's sense of connection and belonging.

I envision a city where growth means more access, more inclusion, and more opportunities for lifelong learning. That includes investing in our people, libraries, parks, schools, and small businesses - especially through programs that promote literacy, digital access, growth mindset, upskilling, and intergenerational learning.

I also believe in cultivating intentional partnerships with nonprofits, businesses, and cultural groups to reflect the full richness of our city in the programs and services we offer. Most importantly, I want every family - regardless of background, income, or ability - to feel like they have a seat at the table.

Working with families navigating the education system has shown me the power of a city that says, "You belong here." That's the kind of growth I believe in - and the kind I'll work to support.



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What community activities are you presently involved in, or have been in the past?

I stay very hands-on in our community - it's where I feel most grounded.

I'm actively involved with several PTAs and non-profit organizations in South San Francisco and San Mateo County. I've helped coordinate fundraisers, teacher appreciation events, family engagement nights, community events and student enrichment programs. I've also built creative partnerships with local businesses - hosting fundraiser nights at neighborhood eateries, sporting events, and boba shops to support both schools and small business owners.

Professionally, I support all children especially with special needs and their families by helping them access services, understand their rights, and navigate complex systems.

I've participated in the South San Francisco Citizen Academy, completed CERT training with the SSF Fire Department, and regularly attend workshops and seminars on topics such as mental health, AI, cybersecurity, business development, life development and special needs advocacy.

Whether mentoring, sharing resources, or volunteering at local food and toy drives, I try to lead with gratitude, empathy, and purpose. Community work isn't just something I do - it's a core part of who I am and I'm always looking for ways to build bridges and give back.

Are you currently receiving any form of compensation from the City for work performed? ☐ YES ☒ NO

If yes, please explain: _____

Do you have any relatives serving on Council, Boards, Commissions, or Committees or are otherwise employed by the City of South San Francisco? ☐ YES ☒ NO

Name: _____ Position: _____ Relationship: _____

WORK EXPERIENCE

Employer: IEP Collaborative, Inc. City: San Mateo

Job Title: Operations Manager & Director of Marketing and Social Media From: Feb. 2019 To: 2025

Responsibilities: Operations Leadership: Manage day-to-day nonprofit operations, including project coordination, event planning, and community outreach efforts to ensure effective delivery of free legal services to families navigating the special education system

Strategic Communications & Marketing: Lead the creation and execution of marketing and social media strategies to raise awareness of special education rights, IEP processes, and legal advocacy services. Amplify public education through accessible and culturally relevant messaging

Family & Community Engagement: Organize and promote workshops, legal clinics, and informational sessions to empower parents and students with tools for effective IEP participation and self-advocacy. Facilitate partnerships with schools, libraries, and local agencies.

Employer: Global Realm, LLC City: _____

Job Title: CEO & Founder From: July, 2003 To: Current

Responsibilities: Business Development & Strategy: Incubated and scaled multiple ventures under thematic divisions (e.g., Innovation Realm, EdTech Realm, AI Realm, Social Enterprise Realm). Designed growth strategies, market positioning, and go-to-market

Mentorship & Leadership: Provided 1:1 and group mentorship to aspiring entrepreneurs, social impact leaders, and creatives. Helped individuals refine business ideas, craft marketing and sales strategies, and launch sustainable ventures.

Entrepreneurship & Resource Development: Created toolkits, checklists, and resource guides for early-stage entrepreneurs. Provided structured frameworks to help others organize and execute their visions with clarity and confidence.



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EDUCATION

School: New York University City: New York
From: 1994 To: 1998 Degree: Bachelor of Arts

School: Columbia University City: New York
From: 2001 To: 2002 Degree: Executive IT Management Program (EITM)

DISCLAIMER AND SIGNATURE

Signature: [Redacted Signature] Date: 6/15/2025

I certify that, to the best of my knowledge, all statements in this application are complete and true. I agree and understand that any mis-statement of material fact will cause me to forfeit all rights to appointment to a Commission, Board, or Committee with the City of South San Francisco.

Applications are accepted on a continuous basis and will remain valid 1 year from the date of submission. If you are selected to serve on a Board or Commission, you may be required to file an Annual Statement of Economic Interest (FPPC Form 700) and bi-annual Ethics Training (AB1234).

OFFICIAL USE ONLY

Submission Date:	Received By:
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Christina Hong

South San Francisco, CA 94080

June 15, 2025

Office of the City Clerk

Attn: Rosa Govea Acosta

P.O. Box 711

South San Francisco, CA 94083

Re: South San Francisco Library Board of Trustees Application

Dear South San Francisco City Council,

I'm writing to express my sincere interest in serving as a Trustee for the South San Francisco Library Board. As a long-time resident, nonprofit professional, and parent, I've seen firsthand the vital role our library plays in building not just knowledge, but community. This opportunity deeply resonates with my desire to serve - and to give back to a space that has shaped both my daughter's upbringing and my own connection to this city.

From childhood afternoons at my neighborhood library in New York City to after-school visits with my daughter at SSF Libraries, libraries have been an anchor in my life. They've offered belonging, curiosity, and access - values I want to help uphold and expand for others in our community. Whether supporting literacy, digital access, or inclusive programming, I believe libraries are a quiet but powerful force for equity.

Professionally, I work with families of children with special needs, helping them navigate complex systems with compassion and clarity. I also stay actively involved in local PTA leadership and civic programs in South San Francisco and San Mateo County. What I've learned through these roles is that service starts with listening, showing up, and creating safe, welcoming spaces for every voice - especially those often overlooked.

If selected, I'd bring both strategic thinking and a deep-rooted heart to the role. I care about ensuring our library reflects the richness of our city and meets people where they are - whether they're seeking knowledge, comfort, or connection.

Thank you for considering my application. I would be honored to serve and contribute to the continued growth and accessibility of our South San Francisco library system.

Warmest Regards and Gratitude,

Christina Hong

City of South San Francisco Library Board of Trustees Application - Christina T.K. Hong

Supplemental Questionnaire page 2 and page 3 Responses

1. Why are you interested in serving as a Board of Trustee for the South San Francisco Library Board? What do you feel you could contribute?

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2. What qualifies you for this appointment?

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3. What is your vision for growth in South San Francisco?

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Christina Hong

South San Francisco, CA 94080

Professional Summary

Community-driven nonprofit leader and operations executive with over 15 years of experience empowering families, advancing equity, and building inclusive programs. Proven success in cultivating partnerships, leading cross-functional teams, and delivering mission-aligned initiatives across education, public service, and social impact sectors. Passionate about creating accessible, welcoming spaces—especially for underserved communities. Known for collaborative leadership, strategic thinking, and a heart-centered approach to engagement.

Operations Manager & Director of Marketing and Social Media

IEP Collaborative, Inc. – San Francisco Bay Area

Feb., 2019 – April, 2025 (6+ years)

Overview:

Support the mission of this nonprofit public interest law organization dedicated to empowering families of students with disabilities through legal advocacy, education, and outreach. Oversee organizational operations, community engagement, and strategic communications to ensure equitable access to special education services across California.

Key Responsibilities & Contributions:

- **Operations Leadership:**
Manage day-to-day nonprofit operations, including intake, project coordination, event planning, and community outreach efforts to ensure effective delivery of free legal services to families navigating the special education system.
- **Strategic Communications & Marketing:**
Lead the creation and execution of marketing, website and social media strategies to raise awareness of special education rights, IEP processes, and legal advocacy services. Amplify public education through accessible and culturally relevant messaging.
- **Family & Community Engagement:**
Organize and promote workshops, and informational sessions to empower parents and students with tools for effective IEP participation and self-advocacy. Facilitate

partnerships with different organizations, and local agencies.

- **Advocacy & Inclusion:**

Support the mission to advance equity in education by ensuring marginalized and under-resourced families have the knowledge and support needed to secure appropriate services for their children with special needs.

- **Collaborative Program Development:**

Contribute to the design and promotion of educational content, advocacy toolkits, and family resources aimed at increasing understanding of legal rights under IDEA and California special education law.

Mission Alignment:

IEP Collaborative's work aligns with values of inclusion, education equity, and community empowerment - principles that resonate with public library service and accessibility.

CEO & Founder, Global Realm, LLC

San Francisco Bay Area & New York City | July, 2003 – Present

Overview:

Founded and lead a mission-driven holding company and innovation incubator dedicated to mentoring, strategic business development, and empowering entrepreneurs across multiple sectors. Spearheaded initiatives that connect people, ideas, and resources to catalyze both for-profit ventures and philanthropic impact.

Key Responsibilities & Achievements:

- **Business Development & Strategy:**

Incubated and scaled multiple ventures under thematic divisions (e.g., Dental Realm, Legal Realm, Entertainment Realm, Non-Profit Realm, EdTech Realm, AI Realm, Social Enterprise Realm). Designed growth strategies, market positioning, and go-to-market plans for startups and mission-driven projects.

- **Mentorship & Leadership:**

Provided 1:1 and group mentorship to aspiring entrepreneurs, social impact leaders, young people, and creatives. Helped individuals refine business ideas, craft marketing and sales strategies, and launch sustainable ventures.

- **Cross-Sector Collaboration:**

Built strategic alliances and global networks across 20+ industries, including technology, education, entertainment, healthcare, and fashion. Facilitated joint ventures and

collaborative projects that bridge innovation and impact.

- **Public Speaking & Community Engagement:**

Regularly invited to speak at educational institutions, conferences, and community events. Advocated for entrepreneurship, youth empowerment, and giving back through social enterprise.

- **Philanthropic Initiatives:**

Integrated philanthropic giving into business models, encouraging ventures to embed community impact and social contribution as part of their core values.

- **Infopreneurship & Resource Development:**

Created toolkits, checklists, and resource guides for early-stage entrepreneurs. Provided structured frameworks to help others organize and execute their visions with clarity and confidence.

Core Values:

Connection – Collaboration – Contribution