

## General Job Application

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**Job Title**

Executive Director - Community ReDevelopment Agency

**Requisition Number**

48450

### Personal Data

#### Contact

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**First Name**

Dara

**Middle Name****Last Name**

Kustler

**Address**

551 NW 76 Terrace

**City**

Margate

**State**

Florida

**Zip Code**

33063

**Primary Phone**

9548718700

**Alternate Phone****Email Address**

darakustler@post.harvard.edu

### Salary Requirement

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**What is your desired salary range?**

40,000-80,000

### Eligibility

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**Do you have a legal right to work in the U.S.?**

Yes

**If yes, are you able to provide documents as required by law to verify your eligibility to work in the U.S.?**

Yes

**Have you ever been convicted of a crime excluding misdemeanors and/or summary offenses?**

No

If yes, provide the details for all such instances.

### Education Information

#### High School

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**High School Name**

Quintano's School for Young Professionals

**Did you graduate?**

Yes

**City**

New York City

**State**

New York

## College/University

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**Name of College/University/Other**

Brandeis University

**City**

Waltham

**Degree**

Masters

**Major**

Government Management

**Start Date**

6/1/1986

**End Date**

8/30/1987

**State**

Massachusetts

**Did you graduate?**

Yes

## College/University

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**Name of College/University/Other**

Harvard University School of Education

**City**

Cambridge

**Degree**

Masters

**Major**

Education

**Start Date**

9/7/1991

**End Date**

5/12/1994

**State**

Massachusetts

**Did you graduate?**

Yes

## College/Graduate School

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**Name of College/University/Other**

Nova Southeastern University Shepard Broad College of Law

**City**

Ft. Lauderdale

**Degree**

Ph.D.

**Major**

LAW

**Start Date**

8/21/2015

**End Date**

5/10/2018

**State**

Florida

**Did you graduate?**

Yes

## Vocational/Technical

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**Name of Vocational/Technical School**

American School of Equine Dentistry

**City**

Leesburg

**Degree**

Other

**Major**

Equine Dentistry

**Start Date**

3/24/2005

**End Date****State**

Virginia

**Did you graduate?**

Yes

## Additional Education Information

**Please list any additional education below.**

Boston University, Bachelor of Liberal Arts, Magna Cum Laude 1985

## Employment Information

Beginning with your present or most recent employment, describe ALL periods of employment including self-employment, unemployed periods and military service. Your adult employment MUST be complete. Use the space provided below, if necessary. The City of Margate appreciates the reasons why you might prefer that your current employer not know about this application. Be advised that the City generally does not contact any employer until the latter stages of our hiring process.

## Most Recent Employer

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**Start Date**

June 2019

**End Date**

current

Part Time

**Position Title**

Associate Attorney

**Employer**

Jackwin Legal, P.A

**Phone Number**

9548718700

**Address**

423 SE 19 Street

**City**

Ft. Lauderdale

**State**

Florida

**Zip**

33316

**Duties**

Research, drafting, mediation, negotiation, and litigation for real estate and civil matters. Municipal zoning, public and private easements, closings, utility law and other real property matters; FLSA cases; wills and trusts; family law financial modifications; pro bono work for indigent clients. Project case work. Admitted to practice in Federal Court, USDC Southern District of Florida.

**Reason for leaving?**

Currently employed here.

**May we contact for reference?**

Yes

## Previous Employer

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**Start Date**

Jan 2014

**End Date**

current

Part Time

**Position Title**

Licensed Sales Associate

**Employer**

Galt Ocean Realty

**Phone Number**

**Address**

3350 N Ocean Blvd.

**City**

Ft. Lauderdale

**State**

Florida

**Zip**

33308

**Duties**

Licensed real estate agent representing buyers and sellers. Assisting investors with residential renovation and design projects.

**Reason for leaving?**

Current and active license with this Brokerage.

**May we contact for reference?**

Yes

## Previous Employer

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**Start Date**

2014

**End Date**

2016

Part Time

**Position Title**

Substitute Teacher

**Employer**

Broward County School Board

**Phone Number**

7543210000

**Address**

600 SE Third Avenue

**City**

Ft. Lauderdale

**State**

Florida

**Zip**

33301

**Duties**

Substitute for elementary, middle and high schools in Broward County. Reading specialization. Utilized and adapted teaching methods in comprehension and multidimensional memorization for multi-lingual and diverse student populations.

**Reason for leaving?**

Accepted to law school.

**May we contact for reference?**

Yes

## Previous Employer

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**Start Date**

2004

**End Date**

2012

Full Time

**Position Title**

Equine Dentist

**Employer**

Self-employed independent contractor

**Phone Number**

9548718700

**Address**

**City**

Cambridge

**State**

Massachusetts

**Zip**

02138

**Duties**

Licensed horse dentist . Provided dental work and physical therapy for race horses at pari-mutuel state regulated racing facilities on the east coast. MA, PA, FL, NH, NY licensed.

**Reason for leaving?**

Injury related.

**May we contact for reference?**

Yes

## Previous Employer

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<b>Start Date</b>	<b>End Date</b>	
2007	2009	Part Time
<b>Position Title</b>		
Teacher		
<b>Employer</b>	<b>Phone Number</b>	
The International School of Boston	6174991451	
<b>Address</b>		
45 Matignon Road		
<b>City</b>	<b>State</b>	<b>Zip</b>
Cambridge	Massachusetts	01240
<b>Duties</b>		
After school bi-lingual French/English program Teacher for reading, writing, and dance.		
<b>Reason for leaving?</b>		
Resigned when my daughter graduated from this high school.		
<b>May we contact for reference?</b>		
Yes		

## Previous Employer

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<b>Start Date</b>	<b>End Date</b>	
2002	2004	Part Time
<b>Position Title</b>		
Teacher		
<b>Employer</b>	<b>Phone Number</b>	
Notre Dame School		
<b>Address</b>		
<b>City</b>	<b>State</b>	<b>Zip</b>
Brive la Gaillarde	Not Applicable	
<b>Duties</b>		
Taught English language writing and reading for French speaking elementary students in a small community in rural France.		
<b>Reason for leaving?</b>		
Relocation.		
<b>May we contact for reference?</b>		
Yes		

## Previous Employer

<b>Start Date</b>	<b>End Date</b>	
2000	2003	Part Time
<b>Position Title</b>		
Paralegal		
<b>Employer</b>		<b>Phone Number</b>
The Law Office of Joseph Pack, Esq.		
<b>Address</b>		
<b>City</b>	<b>State</b>	<b>Zip</b>
Delray	Florida	
<b>Duties</b>		
Assistant to solo attorney in personal injury and civil matters.		
<b>Reason for leaving?</b>		
Relocation.		
<b>May we contact for reference?</b>		
Yes		

## Additional Work Experience Information

**Please list any additional work experience below.**

ZONING ADMINISTRATIVE ASSISTANT- 1999-2000. Managed application process of variances for local moving and storage company. Interfaced with city officials and commissioners on behalf of the company. Drafted presentations. Organized town meetings and district programs.

EDUCATION RESEARCHER FOR THE HARVARD FAMILY RESEARCH PROJECT - 1991-1993. Performed qualitative and quantitative analysis of publicly and privately funded educational programs pertaining to family factors affecting educational outcomes in elementary education across diverse populations. Grant research, evaluation and writing. Editing for publications.

MASSACHUSETTS DEPT. of CORRECTIONS POLICY ANALYST TO THE DEPUTY COMMISSIONER of CORRECTIONS and CORRECTIONS CLASSIFICATION SPECIALIST - 1988-1991. Performed public policy research and drafting of state administrative regulations; field work, investigations, quality control reports for various state prisons. Drafted press releases and interfaced with federal, state and local government entities and legislators. Confidential handling of sensitive security information. Classification of inmates to appropriate security levels. Case presentation.

MASSACHUSETTS HOUSE OF REPRESENTATIVES, Boston, MA 1986-1988. Research and drafting of House bills for the Representatives. Managed constituent correspondence; testified at committee hearings on behalf of the representatives, drafted speeches,

## Skills & Certifications

**Professional Certifications and Licenses**

Florida Licensed Attorney  
Florida Licensed Real Estate Agent  
Certified Teacher  
French - fluency

**List all jobs skills, abilities, qualifications, and volunteer experience relevant to the position for which you are applying.**

Certified Arbitrator, Florida 2017  
Admitted to practice in USDC Southern District of Florida 2019  
Director, Board Member Broward Beekeepers Association

## Military Experience

**Branch of Service**

**Enlistment Date**

**Discharge Date**

**Type of Discharge**

**Primary Responsibilities & Duties**

## **Applicant Statement**

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By my signature below, I authorize any federal, state, county or municipal governmental agency, any municipal corporation or political subdivision of this state, or any other state agency, department or division thereof, or any other public or private agency, person, firm, or corporation holding records concerning, that are considered confidential, to supply such information to the City of Margate.

By my signature below, I acknowledge that PRIOR to making a conditional offer of employment to me, the City of Margate may request information which may include, but not limited to, a history of my educational records, a history of my vocational and/or training records, criminal history, any documentation of previous or current on-the-job performance records or history, any reason, excluding any reason based on a medical condition or disability, for termination of any previous employment, any reason, excluding for discharge from military service, or any other personal information that is not medical, health, or disability related in nature which may not otherwise be obtained without prior agreement.

By my signature below, I acknowledge that SUBSEQUENT to making a conditional offer of employment to me, the City of Margate may request not only the information stated above, but also any information of what-so-ever nature regarding both my past or current job related or non-related medical/health condition(s) or disability(ies).

By my signature below, I acknowledge that any such information received by the City of Margate shall become public record pursuant to Chapter 119 of the Florida Statutes.

**I Agree**

Yes

## **Signature**

*Dara Kustler*

Date Signed: 6/25/2019 12:10 PM

Date Submitted: 6/25/2019 12:11 PM

IP Address: 172.11.246.208

## **Agency Wide Questions**

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**Do you have any relatives working for the City of Margate?**

No

**Did you provide at least ten (10) years of relevant work history in the Work Experience section, or if you do not have ten (10) years of work history, did you list the entirety of your work experience in the Work Experience section? If not, please return to the Work Experience section to complete this information.**

Yes

**Where did you hear about the job opportunity you are applying to?**

**If you have relatives working for the City of Margate, please enter their name and department in the space below.**

NONE

**Did you provide at least three (3) professional work-related references? If not, please return to this section and add additional professional work-related references.**

Yes

**Please provide at least three (3) professional work-related references. Please include the following information: reference name, phone number, email address, position title. (Please note: professional work-related references are people who can speak to us about your job performance and are usually people who directly supervise you. For students, or those with limited work history: professional references may include internship/volunteer supervisors or academic teachers/professors).**

City of Margate Commission meeting approving this position for Attorney Eric Jackwin  
posting to the City of Margate Website.

423 SE 19th Street  
Ft. Lauderdale, FL 33316  
(954)870-1281

Professor Richard Grosso, (administrative law, land use law,  
energy law, appellate practice, state and  
federal constitutional law)  
Shepard Broad College of Law,  
Nova Southeastern University  
3301 College Avenue  
Ft. Lauderdale, FL 33314-7796  
rgrosso@nova.edu  
(954) 262-6140

Professor Heddy Muransky (legal writing)  
10813 Denver Drive  
Hollywood, FL 33026  
heddymuransky@gmail.com  
(954) 559-3770

Professor Ronald Brown (contracts, property, real estate  
transactions)  
Shepard Broad College of Law,  
Nova Southeastern University  
3301 College Avenue  
Ft. Lauderdale, FL 33314-7796  
brownron@nova.edu  
(954) 262-6165

Dean William Perez  
Assistant Dean of Admissions  
Shepard Broad College of Law,  
Nova Southeastern University  
3301 College Avenue  
Ft. Lauderdale, FL 33314-7796  
wperez1@nova.edu  
(954) 262-6119

**Pursuant to Florida State Statute 119, all applications and  
materials attached are subject to public records request.  
Please use the space below to indicate whether or not you  
have any exemptions under FSS 119. If you do not have any  
exemptions, please write "N/A".**

N/A

## Executive Director - Community ReDevelopment Agency

**Do you have five years of experience in urban planning,  
real estate development, project coordination, or economic  
development?**

Yes

**How many years of supervisory experience do you have?**

5



**Dara Kustler, Esq., M.Ed.**

Poinciana and Ft. Lauderdale, FL • (954) 871-8700 M • [darakustler@post.harvard.edu](mailto:darakustler@post.harvard.edu)

**BAR MEMBERSHIP** Florida Bar, effective April 15, 2019, *Lic. # 1015340*; Admitted: US District Ct.

**EDUCATION**

**Nova Southeastern University, Shepard Broad College of Law**, Ft. Lauderdale, FL

Juris Doctor, received May 2018

Honors: Dean's List (2016, 2017, 2018)

Activities: NSU Law School Ambassador; Founder of the College of Law Students in  
Need Lending Library, TASI (Trial Advocacy Summer Intensive); Toastmasters

**Harvard University School of Education**, Cambridge, MA

Master in Education

**Brandeis University, Heller School for Social Policy and Management**, Waltham, MA

Master in Management of Human Services and Public Policy

**Boston University**, Boston, MA

Bachelors of Arts, *Magna Cum Laude*, major in Psychology; minor in Japanese

**EXPERIENCE**

**Jackwin Legal, P.A.**, Ft. Lauderdale, FL

current

*Associate Attorney to Principal, Eric Jackwin, Esq.*

Private and municipal real estate litigation; FLSA cases; Wills and Trusts; Family Law modifications.

Pro bono support for low income individuals.

**Galt Ocean Realty**, Ft. Lauderdale, FL

2013-current

*Florida Licensed Sales Associate, Realtor*

Licensed real estate sales professional representing buyers and sellers. Assisting investors with residential renovation and design projects. Oversight of renovation crews. Calendaring project deadlines and tracking permits.

**Broward County School Board**, Broward County, FL

2014-2016

*Substitute teacher*

Substituted across a range of elementary, middle and high schools in Broward County. Emphasized teaching methods for comprehension and multidimensional memorization for multi-lingual and diverse student populations.

**Independent Contractor**, FL, NY, MA, NH, and PA

*Equine Dentist*

2004–2012

Self-employed small business provider of equine dentistry and therapy for the pari-mutuel horse racing industry. Held State licenses in FL, NY, MA, NH, PA for regulated facilities. Performed dental procedures on hundreds of equines annually in the horse racing circuit. Kept billing and patient files for race horse owners and trainers. Established a solid reputation in male dominated field. Taught veterinarians methods of equine bite equilibration.

**The International School of Boston**, Boston, MA

*Teacher*

2007–2009

After-school teacher for K-6, reading, writing, and dance. Utilized various teaching methods to assist children in their bi-lingual education. Provided a classical dance program in French and English.

**Notre Dame School, Brive la Gaillarde, France**

*Teacher*

2002–2004

Taught English language and reading classes for elementary students levels 2-6 previously exposed to UK methods.

**The Law Office of Joseph Pack, Esq., Delray Beach, FL**

*Paralegal*

2000 -2003

Assistant for solo attorney. Learned to create legal files, calendar cases, draft and edit letters and motions for the attorney. Provided secretarial support.

**Stone Pony Movers, Somerville, MA**

*Zoning Administrative Assistant*

1999-2000

Managed application process of variances for local moving and storage company. Interfaced with city officials and commissioners on behalf of the company. Drafted presentations.

**Harvard University, Cambridge, MA**

*Harvard Family Research Project: Program Coordinator/Education Researcher*

1991-1993

Performed qualitative and quantitative analysis of publicly and privately funded educational programs in the Harvard Family Research Project pertaining to family factors affecting educational outcomes in elementary education across diverse populations. Research, evaluation, and writing for grants and publications.

**Massachusetts Department of Corrections, Concord, MA**

*Classification Specialist*

1990-1991

Assignment of inmates to appropriate security level within the State prison system using internal information systems and direct communication with nationwide state and federal law enforcement branches. Confidential handling of sensitive security information. Collaborative problem solving in high risk, high security environment. Daily interaction with convicted population and law enforcement at high security detention facilities and courts. Enforcement of administrative procedures.

**Massachusetts Department of Corrections, D.C. Maloney and Boston, MA**

*Policy Analyst*

1988-1990

Provided public policy research and drafting of state administrative regulations. Public relations legislative liaison for Deputy Commissioner. Performed field-work, investigations, and quality control reports for various state prisons. Drafted press releases and interfaced with local, state, and federal government entities and legislators.

**Massachusetts House of Representatives, Boston MA**

*Legislative Aide*

1986–1988

Research and drafting House bills, and lobbying for State Representatives' legislation. Testified at committee hearings on behalf of the representatives. Managed constituent correspondence, press releases, and the organization of town meetings and district programs. Drafted speeches for the representatives.

**LANGUAGES** - French (conversational fluency)

**ACADEMIC PUBLICATIONS** - *Psychotherapy and Touch: Issues and Implications for Coping*, Boston University Brownstone Journal (Spring 1985).

**VOLUNTEER:** Elected to Board of Directors: Broward Beekeepers Association (2013- Current); Broward County Extension Services Master Gardener Program (2014-2015)

**CERTIFICATIONS AND LICENSES** - Licensed Real Estate Sales Agent: #FL 3272630; Certified Equine Dentist: American School of Equine Dentistry (VA); Teaching: Elementary & HFC Sciences (MA & FL); Florida State Registered Beekeeper, #FL 0530605K; Certified Arbitrator, Florida

Dara Kustler, Esq.  
Margate, Florida  
954.871.8700 cell/ [darakustler@post.harvard.edu](mailto:darakustler@post.harvard.edu)

06/25/2019

City Manager  
City of Margate, City Hall  
5790 Margate Blvd.  
Margate, FL 33063

RE: Open Position – Executive Director, Community Redevelopment Agency

Dear City of Margate:

Please accept my application for the position of Executive Director of the Margate Community Redevelopment Agency. I believe I possess the education, experience and qualifications necessary to fulfill the expectations and requirements of this position. I am a licensed Florida attorney, and member of the Florida Bar Association. I am also a licensed Florida real estate agent, and member of the Ft. Lauderdale Board of Realtors. I am capable of managing the purchase, sale and disposition of real property in the CRA.

It is my understanding that the City Commissioners for Margate would like a director who will start out part-time, or full-time. I am available to start in either capacity. I am currently employed as a part-time project associate in a real estate law firm, and have the flexibility to take on the Executive Director position for CRA according to the schedule that suits the City of Margate and the City Manager.

My high level organizational skills, attention to detail and ability to analyze data will serve the position well. I have experience in managing public information and interacting with local, state, and federal government officials. I have a demonstrated ability to oversee day to day operations of a municipal agency, and am familiar with compliance requirements for land use and municipal processes. I am able to present and explain material clearly, and have more than the requisite writing proficiency to serve as the Executive Director for the Community Redevelopment Agency. I also possess the diligence and determination to ensure the success of other people, and the integrity to hold myself to a standard of performance required by any public servant position. While in law school I specialized in property law, energy law, administrative law, and contract law. I am familiar with land development codes and home rule. I would be honored to serve the people of Margate in managing projects that will implement the vision of the CRA and the Community Redevelopment Plan.

Please contact me for an interview at your convenience.

Respectfully,

Dara Kustler, Esq.

