

## Teaching

### *Visiting Lecturer*, Industrial Labor Relations Cornell University, Ithaca, NY, 2021 – Present

- Design and deliver seven 150- to 180-minute lectures/discussion sessions for ILRHR 7451, a graduate-level course for students to explore leadership and self-awareness, self-management, and social and cultural awareness.
- Select instruments and lead discussions to help the students gain a better understanding of how they see themselves compared to how others experience them as individual contributors, team members, and leaders: e.g., 360 instruments, DiSC assessment and report, VIA Character Strengths, and small-group feedback sessions.
- Meet 1:1 with students for a leadership-coaching session to help them define their goals for growth.
- Design (and provide feedback on) assignments to help students test their leadership assumptions and create a plan for their growth as leaders.

### *Visiting Lecturer*, Nolan School of Hotel Administration Cornell University, Ithaca, NY, 2021 – 2023

- Designed and delivered 28 75-minute lecture/discussion sessions for undergraduate students to understand how to craft and deliver verbal and written messages.
- Designed and offered detailed feedback on five major assignments that help students test their communication assumptions and develop their business-communication skills.
- Met 1:1 (and in small groups) with students to help them understand what they are doing well and how they can continue to improve.

## Entrepreneurship

### *Founder and Managing Partner*, [ActiveLeading.com](http://ActiveLeading.com), LLC Ithaca, NY, 2013 - Present

- Consult for and partner with firms: provide business process improvement (using Lean and Six Sigma), change management, leadership training, and teambuilding for firm's mid- to upper-level management and leadership.
- Serve as Assistant Director of Team Coaching for Cornell University's Executive MBA Americas, Metro MBA, and Weil MBA programs.
- Decide on (and execute) the strategic direction of the company: assess the needs of the market through customer discovery and position [ActiveLeading](http://ActiveLeading.com) to meet its clients' needs.

## Leadership/Training

### *Senior HR Business Partner*, Administrative Human Resources Cornell University, Ithaca, NY, 2016 – 2018

- Serve as strategic partner to VP-level leadership: build relationships with the leadership and employees in my clients' departments. Those relationships (and my knowledge of their business) allows me to provide insight that helps the leadership make appropriate decisions, thereby helping the units to achieve their goals, mission, and vision.
- Support decisions about staff: So that the leadership makes decisions that create a healthy workplace climate, I offer counsel in decisions that will affect the employees.
- Use compensation and job design: I consult with leaders and managers to help them design meaningful jobs and to align the compensation with Cornell's compensation strategy.
- Partner in organizational design and development: I directly assist senior management to assess organizational needs; then, in partnership with those leaders, I design and

implement change efforts that help the organization meet its business needs, while also addressing the employees' needs.

- Recruit talent: I manage the recruitment activities, based on the position needed and the level of support my clients need.
- Information management and reporting: For the units that I support, I oversee the maintenance and reporting of key HR data..

***HR Consultant, Organizational Development and Talent Management***  
Cornell University, Ithaca, NY, 2012 – 2016

- Led campus-wide Lean process-improvement initiatives that address Cornell's priorities and budgeting challenges. For example, one major change initiative demonstrates the impact: my work with the Cornell University Agricultural Experiment Station will result in savings of \$6.5 million in deferred maintenance and between \$290k - \$402k in annual maintenance and operating costs.
- Facilitated leadership curriculum and retreats: e.g., Harold D. Craft Leadership Development Program, Turning Point, and campus-wide strategic-planning and goal-alignment retreats.

***Lead Facilitator, Workday Project Team,***  
Cornell University, Ithaca, NY, 2012 - 2013

- Designed curriculum and material that became the core training for the transition from PeopleSoft to Workday, a cloud-based human-capital management system.
- Trained 120 HR and administrative professionals: e.g., directors, HR specialists, and college deans.
- Increased buy-in for the Workday Project, to which many trainees were initially resistant: by listening (and responding) to feedback and offering continued support.

***Teaching Support Specialist, School of Hotel Administration,***  
Cornell University, Ithaca, NY, 2007 – 2011

- Developed, revised, and delivered educational materials for the School of Hotel Administration's restaurant management course (HA 3305): e.g., a 215-page training manual, PowerPoint presentations, learning objectives, and assessments.

**Management**

***Assistant Restaurant Manager, Taverna Banfi,***  
Statler Hotel, Ithaca, NY, 2006-2007

- Managed, developed, and communicated with 12 full-time union staff members and 45 student staff members in a fast-paced, constantly-changing restaurant environment: recruited, selected, trained, developed, and disciplined the staff members.
- Resolved business issues: e.g., held ongoing performance dialogues, communicated with guests to resolve service issues, and analyzed processes to improve service.

***Supervisor, Safeway Inc., Pullman, WA, 1994 – 2004***

Trained new and existing staff in a variety of job functions, including inventory control, safety, service, register/computer usage, and sales-floor management.

**Education**

***Smith School of Business, Queen's University,***  
MBA, 2017

***Johnson Graduate School of Management, Cornell University,***  
MBA, 2017

***School of Hotel Administration, Cornell University,***  
Bachelor of Science, 2012