

Profile

Which Boards would you like to apply for?

Capital Area Workforce Development Board: Submitted

Please select your first Board preference: *

☒ Capital Area Workforce Development Board

Please select your second Board preference: *

☒ Capital Area Workforce Development Board

Please select your third Board preference: *

☒ Capital Area Workforce Development Board

Please select your fourth Board preference: *

☒ Capital Area Workforce Development Board

Please select your fifth Board preference: *

☒ Capital Area Workforce Development Board

Please select your sixth Board preference: *

☒ Capital Area Workforce Development Board

Tina
First Name

Middle
Initial

Gates Nix
Last Name

100 Edgegrove Lane
Street Address

Suite or Apt

Holly Springs
City

NC
State

27540
Postal Code

What district do you live in?

None Selected

Home: (517) 204-3135
Primary Phone

Home: (517) 204-3135
Alternate Phone

kgatesnix@gmail.com
Email Address

UNC Health
Employer

Chief HR Officer
Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Holly Springs

Interests & Experiences

Why are you interested in serving on a Board or Commission?

Given my extensive experience in Human Resources leadership in the healthcare industry, I am deeply invested in developing a strong and skilled workforce that meets the needs of both our area employers and our local workforce.

Work Experience

30+ years of HR experience, which includes workforce development,

Volunteer Experience

Previous Workforce Development Board in Michigan

Education

MBA

Comments

[Gates-Nix_Resume_2024.pdf](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics

Date of Birth

Gender *

☒ Female

Ethnicity *

☒ Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

☒ Other

If you selected "Other" above, how?

Colleague at UNC who sits on Chapel Hill Chamber

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

Kristina Gates Nix, MBA, SPHR

517.204.3135 - kgatesnix@gmail.com - www.linkedin.com/in/gatestina

Dynamic HR leader with over 25 years of experience driving organizational success through strategic human resources leadership. Proven track record in rebuilding HR's reputation by forging strong relationships with key stakeholders, empowering teams to perform at their highest level, and fostering a culture of engagement and trust. Adept at leveraging data-driven insights to inform workforce planning and optimize talent strategies and drive business outcomes. Seeking to lead transformational initiatives, aligning HR strategies with organizational objectives, and enhancing workforce performance through strategic planning and analytics.

PROFESSIONAL EXPERIENCE

UNC Medical Center & Chatham Hospital, Chapel Hill, NC **Chief Human Resources Officer**

November 2022 to Present

Reporting directly to the system Sr. VP/CHRO, UNC Hospitals is the flagship facility of the UNC Health. A Level One Trauma Center with 923-licensed beds, 10,000+ employees, quaternary/tertiary care consisting of the N.C. Cancer Hospital, N.C. Children's Hospital, N.C. Memorial Hospital, N.C. Neurosciences Hospital and N.C. Women's Hospital in Chapel Hill and UNC Hospitals Hillsborough Campus, making up UNC Medical Center. Also responsible for Human Resource function for UNC Faculty Physicians consisting of over 80 practices and 1,500 staff; as well as Chatham Hospital, a 25 bed Critical Access Hospital. 8 direct reports.

- Success in transitioning HR functions from a transactional, tactical role to a key strategic partner within the organization. By leveraging data-driven insights, workforce analytics, and advanced technology.
- Aligned HR initiatives with overall business objectives, resulting in enhanced operational efficiencies, increased retention and stronger collaboration with leadership.

Memorial Regional Hospital, Hollywood, FL **Human Resources Director/Entity CHRO**

September 2014 to November 2022

Reporting directly to the system Sr. VP/CHRO and CEO, Memorial Regional Hospital is the flagship facility of the Memorial Healthcare System. The Level One Trauma Center is one of the largest hospitals in Florida with 757-licensed bed, 4,500 employees, and quaternary/tertiary care with license oversight of Joe DiMaggio Children's Hospital, Memorial Regional South Rehabilitation hospital, Home Health, Adult Day Care.

Led and managed all aspects of Human Resources operations, including employee relations, performance management, complex recruitment strategies, workforce planning, and organizational design. Coordinated the implementation of employee incentive programs and ensured alignment of subsidiary and corporate HR initiatives across the hospital. Acted as a strategic advisor to the executive team, providing guidance on HR strategies that supported overall business objectives. Ten (10) direct reports and over 50 indirect reports, a team comprised of the Human Resources department, Employee Health Services (system-wide), Memorial Regional Hospital Childcare Center, Spiritual Care, Volunteer, Retail and Valet Services.

- Rapidly assembled and led a high-performing HR team to support 4,500 employees, increasing HR response time by 40% and restoring credibility within the organization through clear policies and strong leadership.
- Implemented a Just Culture shared accountability system by establishing clear protocols and policies, ensuring sustained commitment and continuous education across all levels of the organization.
- Developed high-level analytics for workforce planning, utilizing technology to identify critical staffing shortages, which reduced reliance on agency labor. Implemented HR operations dashboards for position control, optimizing staffing and reducing turnover.
- Lead a development team in creating high-level analytics using current technology to identify critical staffing needs during a surge in quarantined staff, and successfully addressed the staffing crisis following the pandemic.
- Led a system-wide Workforce Planning Team that reduced external labor use through innovative recruitment and retention strategies. Partnered with local colleges and universities to create a pipeline of critical healthcare talent, filling hard-to-recruit positions.
- Designed and implemented a Teammate Ambassador Program that included comprehensive training and provided ambassadors with access to the employee survey. This initiative resulted in increased trust and credibility in the survey data, enhanced trust in leadership, and significantly improved overall employee engagement and ultimately placed employee engagement scores among the top in Press Ganey's rankings.
- Implemented succession planning that increased internal promotions by 15%, ensuring leadership continuity. Mentored emerging leaders across departments, creating a high-performance culture throughout the organization.

Bayfront Health Punta Gorda, Punta Gorda, FL
Human Resources Director

December 2013 to September 2014

Reporting directly to the CEO, formerly known as Charlotte Regional Medical Center, a 208 bed, for-profit, hospital. Operated by Community Health Systems and Bayfront Health, Florida's Gulf Coast regional network of 7 hospitals.

Oversaw all aspects of HR operations, including employee relations, performance management, and complex recruitment strategies. Led the application and execution of incentive programs. Communicated and implemented subsidiary and corporate HR initiatives across the hospital.

- Successfully navigated various recruitment challenges, including high turnover rates and niche skill shortages.
- Collaborated with cross function team to develop and implement a new compensation structure for the Southwest Florida region, ensuring market competitiveness and alignment with organizational goals.

McLaren-Greater Lansing Hospital, Lansing, MI
Human Resources Director

October 1990 to March 2013

A teaching facility partnered with Michigan State University supporting over 150 residents, fellows and medical students from the College of Human Medicine and College of Osteopathic. A subsidiary of McLaren Health Care Corporation, an integrated managed healthcare entity with 389-beds, 2500 union and non-union employees, 3 collective bargaining agreements.

Led a team of skilled Human Resource professionals on a daily basis. Developed and managed the annual budget to align with the hospital's financial objectives, both short and long-term. Oversaw complex talent management and recruitment initiatives. Regularly assessed existing labor relations programs to ensure compliance with regulatory standards. Took on strategic leadership responsibilities as interim Vice President of Human Resources.

- Successfully transitioned the organization's traditional defined benefit retirement plan to a defined contribution (403b) model, resulting in annual savings of \$6.2 million while maintaining employee satisfaction.
- **Acted as Chief Spokesperson for management during union contract negotiations**, leveraging strong negotiation skills to successfully introduce new initiatives across both union and non-union groups. Demonstrated the ability to maintain strong employee commitment while securing cost savings for the organization through effective collective bargaining strategies.
- Represented the organization on community healthcare coalitions, creating a talent pipeline filling critical vacancies for hard-to-recruit positions while strengthening ties with local colleges, universities and businesses to enhance workforce development.

EDUCATION

Master of Business Administration – Focus on Human Resources

Davenport University, Lansing, MI

Bachelor of Business Administration – Focus on Human Resources

Davenport University, Lansing, MI

Senior Professional in Human Resources - SPHR

PROFESSIONAL DEVELOPMENT

- Prosci Change Management
- Succession Planning Certification
- Just Culture Certification
- Situational Leadership
- Crucial Conversations & Crucial Confrontations Instructor
- Managing the Multicultural Workplace
- Performance Measurement and Improvement
- Negotiating Successful Agreements — Chris Laubach, Center for Management Programs
- Preparing for and Negotiating Labor Contracts — School of Labor and Industrial Relations, Michigan State University
- Process and Technique of Negotiating — Foundation of the American College of Healthcare Executives

Profile

Which Boards would you like to apply for?

Capital Area Workforce Development Board: Submitted

Please select your first Board preference: *

☒ Citizen's Energy Advisory Commission

Please select your second Board preference: *

☒ Capital Area Workforce Development Board

Please select your third Board preference: *

☒ Industrial Facilities and Pollution Control Financing Authority

Please select your fourth Board preference: *

☒ None Selected

Please select your fifth Board preference: *

☒ None Selected

Please select your sixth Board preference: *

☒ None Selected

CeCe

First Name

Grant

Last Name

Middle
Initial

4700 Riverwood Cir

Street Address

#335

Suite or Apt

Raleigh

City

NC

State

27612

Postal Code

What district do you live in?

None Selected

Mobile: (202) 905-9014

Primary Phone

Mobile: (202) 905-9014

Alternate Phone

cece248@gmail.com

Email Address

Sierra Club

Employer

Director, Industrial
Decarbonization

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Raleigh

Interests & Experiences

Why are you interested in serving on a Board or Commission?

I was raised in a household of public service and have volunteered for various civic organizations over the past 40 years. The desire to use my education and expertise to serve the public is a deeply held personal value.

Work Experience

I have 15 years of experience working in city, state, and federal governments. I also have several years of experience working in workforce development, transportation, and environmental policy.

Volunteer Experience

Appointed, Montgomery County Charter Commission Appointed, Maryland Climate Advisory Council Appointed, Montgomery County Grants Advisory Member Elected, Montgomery County Democratic Central Committee

Education

M.P.S. George Washington University, Legislative Affairs M.A. Wayne State University, Communications B.A. Business Administration

Comments

I've relocated from Maryland and have lived in the Triangle area for two years. I love my new home and would like to become civically engaged. Thank you for your consideration. (Note: I just bought a new home in Wake Forest and will be moving in April.)

[CeCe_Grant_NC_Resume.docx.pdf](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics

Date of Birth

Gender *

☒ Female

Ethnicity *

☒ African American

Other

How did you become aware of Wake County volunteer opportunities?

☒ County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

Professional Experience

Executive Director, DC Vote, Washington, D.C.

2023 - present

Develop and execute the overall strategic, policy, and communications plans for the organization while expanding the capacity through robust fundraising from individual donors, foundations, and corporate partners. Uplift the issue of full voting rights for DC to a level of awareness with coalition partners and activists across the country. Serve as spokesperson for the organization with national and local media.

Director of Government Affairs, Dream.Org, Washington, DC

2021 – 2023

Spearhead overall government affairs programs by communicating with lobbyists, electeds, industry, and key stakeholders on organizational policy priorities. Convene roundtables and policy forums to highlight issues and position organization as a thought leader. Collaborate with national advocacy groups to build strategic coalitions and political power. Realize bipartisan and bicameral support on climate change, criminal justice reform, and economic equity.

National Campaign Director

Created an innovative, nationwide Common Ground on Climate campaign to develop political consensus among both parties for "common sense" state and local policy solutions. Demonstrated excellent cross-functional management strategies across our campaign, digital, communications, and policy functions. Advanced legislative objectives in Southern states by nurturing solid relations with state-based partners and consultants.

State Director, Conservation Voters of South Carolina, SC

2019 – 2020

Organized 12 candidate events and workshops across South Carolina for execution of our "Change the Climate" Presidential Engagement program. Formulated a statewide platform for environmental justice organizations and convened a policy forum to launch the initiative and build sense of community.

Executive Director, The Transit Network, Washington, D.C.

2014 – 2018

Oversaw transportation ballot initiatives across several states by delivering strategic policy analysis, technical assistance and staff trainings. Influenced legislation for additional transporting funds by devising and driving tactical plans and processes. Launched a national survey project, convening 63 transit advocacy groups across 37 states. Prepared budgets, reports, budget proposals, and presentation materials for sponsors by reviewing grant guidelines and identifying project costs.

Legislative Assistant, Senator Gary Peters, Washington, D.C.

2012– 2014

Served as Senior Advisor to Congressman focusing on Health, transportation, education, environmental and labor policy and legislation. Collaborated with regional governments and stakeholder organizations to implement policy and appropriations proposals in the district. Write legislation, congressional reports, and speeches, scheduled town hall meetings to address issues in the district.

- Secured \$1.3M federal grant to construct the Troy/Birmingham Multi-modal Transit Centers, providing suburban connections to regional transit services.
- Realized \$3.5 B profit in economic growth of City of Detroit and restored loss of \$25 M TIGER funding for M1 Rail streetcar in Detroit by actively engaging with Congressional delegation, business leaders, and Obama Administration.

Regional Organizing Manager, Transportation for America, Washington, D.C.

2010 - 2012

Supervised field staff to execute campaign strategy and media programs in different states. Partnered with the White House Office of Public Engagement to organize Transportation Town Halls in 14 states across the country to promote the passage of MAP-21.

Program Analyst, U.S. Department of Transportation, Office of the Secretary, Washington, D.C.

2009 - 2010

Wrote and edited reports to Congress, policy drafts, FOIA requests, response letters and memos. Communicated with key staff to acquire clearances through Policy, Government Affairs, and Counsel.

Master of Professional Studies (M.P.S.) Legislative Affairs | George Washington University, Washington, DC

Master of Arts in Communication Affairs | Wayne State University, Detroit, MI

Bachelor of Arts in Business Administration | Baker College, Flint, MI

Profile

Which Boards would you like to apply for?

Capital Area Workforce Development Board: Submitted

Please select your first Board preference: *

☒ Capital Area Workforce Development Board

Please select your second Board preference: *

☒ United Arts Grants Panels

Please select your third Board preference: *

☒ Council on Fitness and Health

Please select your fourth Board preference: *

☒ Historic Preservation Commission

Please select your fifth Board preference: *

☒ Juvenile Crime Prevention Council

Please select your sixth Board preference: *

☒ Planning Board

Durwin

Z

Carr

First Name

Middle Initial

Last Name

273 Glendale Circle

27332

Street Address

Suite or Apt

Sanford

NC

City

State

Postal Code

What district do you live in?

None Selected

Home: (919) 721-3085

Business: (919) 891-3353

Primary Phone

Alternate Phone

dz@getflooded.net

Email Address

Flooded

Owner

Employer

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Unincorporated Wake County

Interests & Experiences

Why are you interested in serving on a Board or Commission?

I am a business owner and I am interested in get my community involved, job experience for young adults and encouraging career choices for those who need guidance.

Work Experience

PSAV-I have experience in audio/visual and sound tech companies. Audio/Visual for corporate events and private parties. Musical Director- I was also a musical director for major religious organizations local and abroad for over 20 years. Flooded- I currently own a screen printing, embroidery, DTF, garment decorating company

Volunteer Experience

NC BEACN- This is a Black Chamber Commerce in our local area which promote economic empowerment for black youth. HOPE OUTREACH- This is a orphan based organization that recruits adults to adopt under privilege and under service infants in Uganda.

Education

Cape Fear Community College, Wilmington, NC Omega Recording School of Rockville MD

Comments

This is a great opportunity to empower people who are looking to enhance their lives through work experience and on-the-job training.

[DZ_RESUME.pdf](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics

Date of Birth

Gender *

☒ Male

Ethnicity *

☒ African American

Other

How did you become aware of Wake County volunteer opportunities?

☒ Other

If you selected "Other" above, how?

Word of mouth




Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

Durwin Carr

Worship Director

 www.dzcarr.com
 919-721-3085
 mr.dzcarr@gmail.com
273 Glendale Circle, Sanford, NC 27332

EDUCATION



JUNE 1992 **Burgaw, NC**
Graduated from Pender High School

August 1993 **Wilmington, NC**
Cape Fear Comm. College
Drafting & Design

JUNE 1998-1999 **Sanford, NC**
Central Carolina Community College
Video and Broadcast Technique

January 2004 -2006 **Rockville, MD**
Omega Recording Studio
Audio Engineering Arts

January 2007 - 2008 **Frederick, MD**
Frederick Community College
Video Techniques

SKILLS



Fluent in guitar, piano, organ, bass guitar, drums, banjo, vocals, Hymns, Contemporary Christian Music, Gospel, Southern Gospel and other genres. Also experience in Microsoft Office and Pro-tools, Ableton Live, Illustrator, Photoshop, Premier Video Editing, Reason, Logic X Pro, Universal Audio,

AREAS OF EXPERTISE

20 years of leading worship, Directing musical bands, organizing large groups of singers and musicians, instructiong workshops, auditions, leading budgets, organizing major events, equipping venues, writing scripts, producing albums, arranging songs, recruiting musicians & singers, arranging concerts for different genres, leading mission trips for worship workshops, 20 years of studio engineering in multi-million dollar studios, 10 years of audio & visual productions, computer graphics, art & design

WORK EXPERIENCE



1990-1991
Coastal Carolina Studios **Wilmington, NC**
Engineering Assistant

1992-1993
Orange Grove Baptist Church **Durham, NC**
Musician

1994-1995
Shirley Ceaser **Various Locations**
Bassist

1995-2002
Christian Provision Ministries
Pastor Charles Mellette 919-774-9462 **Sanford, NC**
Musical Director

2004-2009
New Dimension Worship Center **Frederick, MD**
Pastor Alexander Hardy 301-228-2277
Musical Director

2007-2009
Weinberg Center for the Arts **Frederick, MD**
Stage Manger

2009-2015
Christian Provision Ministries
Pastor Charles Mellette 919-774-9462 **Sanford, NC**
Musical Director

2011-Current
All Nations Tabernacle
Pastor Charles Alexander 919-264-0591 **KnightDale, NC**
Musician

2016-2018
Hope Community Church
Pastor Mike Lee 919-532-0620 **Raleigh, NC**
Worship Director

Profile

Which Boards would you like to apply for?

Capital Area Workforce Development Board: Submitted

Please select your first Board preference: *

☒ Capital Area Workforce Development Board

Please select your second Board preference: *

☒ None Selected

Please select your third Board preference: *

☒ None Selected

Please select your fourth Board preference: *

☒ None Selected

Please select your fifth Board preference: *

☒ None Selected

Please select your sixth Board preference: *

☒ None Selected

CameronCMcNeill

First NameMiddle InitialLast Name

529 Euclid St

Street AddressSuite or Apt

RaleighNC27604

CityStatePostal Code

What district do you live in?

None Selected

Mobile: (919) 219-4563

Primary PhoneAlternate Phone

mcneill.cam@gmail.com

Email Address

Guild

Employer

Product Expansion Market Lead

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Raleigh

Interests & Experiences

Why are you interested in serving on a Board or Commission?

I have spent my entire career in workforce development—helping individuals access meaningful employment opportunities and ensuring businesses have the talent they need to thrive. At McKinsey, I worked with major Southeastern cities to analyze labor market trends and design economic growth initiatives. At the John M. Belk Endowment, I focused on strengthening North Carolina’s workforce system, leading public-private partnerships that secured critical state funding for community college workforce programs. Now, at Guild, I drive global workforce development strategy, partnering with Fortune 500 employers to expand access to education and upskilling opportunities for employees. What drives me is the intersection of two passions: workforce development and my commitment to North Carolina. I believe the strength of a community is deeply tied to the strength of its workforce, and I have spent years working to ensure that North Carolinians—whether through apprenticeships, upskilling programs, or employer partnerships—have pathways to economic mobility. Joining the Capital Area Workforce Development Board is an opportunity to bring my expertise home, applying my experience in corporate strategy, labor market analysis, and cross-sector partnerships to strengthen the workforce ecosystem in the Capital Area. I am eager to contribute my skills to help the board navigate evolving labor market trends, engage employers in meaningful workforce initiatives, and create more accessible pathways to economic success for individuals in our region.

Work Experience

I currently lead new product launches at Guild - a leading workforce development company that partners with some of the largest employers in the US (e.g., Target, Disney, Lowe's). Previously, I was on Guild's Corporate Strategy team, where I built our market intelligence function and led cross-functional strategic projects. Before Guild, I worked at the John M. Belk Endowment (a ~\$350M dollar foundation focused on North Carolina's postsecondary + workforce development system), leading grant-making initiatives. I started my career as a consultant at McKinsey & Co, a leading global consulting firm, where I focused on higher education and economic development projects.

Volunteer Experience

I currently volunteer on the Morehead-Cain Scholarship selection committee. I previously led McKinsey & Co. recruiting for UNC-CH. I recently completed the City of Raleigh Planning Academy, a five-week long program focused on urban/municipal planning.

Education

I graduated from the University of North Carolina at Chapel Hill with a B.A. in Economics with Highest Distinction. At UNC-CH, I was a Morehead-Cain scholar, and made Dean's List all semesters.

Comments

[McNeillCameron_Resume_02_25.pdf](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics

Date of Birth

Gender *

☒ Male

Ethnicity *

☒ Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

☒ County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

CAMERON CALDWELL MCNEILL

529 Euclid St. Raleigh, NC 27604 || (919) 219-4563 || mcneill.cam@gmail.com

EXPERIENCE

GUILD (fka Guild Education)

Raleigh, NC || New York, NY || Remote

Series F workforce development company

Product Expansion Market Lead / Sr. Corporate Strategy Manager / Corporate Strategy Manager

7/2021 - Present

- Spearhead Guild's first net-new product into global markets; define product and market strategy, collaborate cross-functionally with engineering, product, and operations teams, and drive business growth across multiple Fortune 500 employers
- Led the market intelligence function; designed structure to gather, synthesize, and communicate insights to relevant stakeholders; act as internal subject-matter expert for all company-related market intelligence
- Explored and launched third-party ecosystem partnerships: created partnership theses, conducted research on market areas, evaluated players, presented business cases to leadership, and executed partnerships
- Conducted three due diligences; organized cross-functional leaders, developed and synthesized insights (e.g., modeling, memo-creation, company interviews), and maintained relationships with "target asset" leaders and third-parties
- Managed several cross-functional strategic initiatives concurrently (e.g., apprenticeships, global, government); developed and aligned recommendation with leadership, organized various functions, and monitored impact on the business
- Supported annual corporate strategy process through market and internal analyses; led to first KPI-driven corporate strategy

JOHN M. BELK ENDOWMENT

Charlotte, NC || Remote

~\$350M foundation focused on North Carolina's postsecondary education system

Fellow / Secondment from McKinsey

8/2020 – 6/2021

- Reviewed and evaluated grant applications; provided guidance to grantees on tracking mechanisms, budget, and project strategy
- Developed and led first public/private partnership in foundation history; resulted in ~\$1M in state funds for an external ROI study on North Carolina's Community College System
- Managed junior team members, providing mentorship, feedback, and general support
- Consulted various North Carolina non-profits on operations strategy

McKINSEY & COMPANY

Atlanta, GA

Global management consulting firm

Sr. Business Analyst / Business Analyst / Summer Business Analyst (select engagements)

Summer 2017 & 9/2018 – 8/2020

- **PHARMACEUTICAL DEVELOPING COVID-19 VACCINE:** Developed vaccine implementation plans for HR, Finance, and Legal functions; supported cross-functional coordination between research, manufacturing, and G&A during time of rapid expansion
- **FOUR-YEAR UNIVERSITY:** Led first-year yield operations efforts, increasing student enrollment ~10% year-over-year
- **TOP-10 US METRO AREA:** Analyzed and identified economic growth initiatives to pursue once COVID-19 subsidies
- **PRIVATE EQUITY FIRM:** Conducted due diligence on private tutoring company to determine nationwide market potential
- **TECHNOLOGY SERVICES FIRM:** Created sales staff scoring model with >100 inputs; projected to increase sales by >\$40M

QUIZLET

San Francisco, CA

Online education company producing study aids for students and professionals

Business and Operations Intern

Summer 2016

- Determined country launch sequence for international expansion culminating in global campaigns in UK and Germany
- Modeled monthly user growth in conjunction with marketing efforts for 50M monthly users

EDUCATION

THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL

Chapel Hill, NC

Bachelor of Arts with Highest Distinction in Economics / Minor in Business Administration

08/2014 – 05/2018

- Honors: Morehead-Cain Scholar (merit-based, full-scholarship); Dean's List all semesters; Omicron Delta Epsilon (Economics Honor Society)
- Semester exchange at Copenhagen Business School (Fall 2016)

LEADERSHIP AND ACTIVITIES

MOREHEAD-CAIN SELECTION COMMITTEE – identify high-profile candidates

2023 – Present

Semi-finalist selection committee

McKINSEY & COMPANY RECRUITING – cultivated >75 candidates, leading to >10 offers

2018 – 2021

Head of high-profile UNC recruiting

INTERESTS – hiking (completed Inca Trail and month-long Wyoming National Outdoor Leadership School course), jogging, college athletics, indoor plants, urban planning (completed five-week City of Raleigh Planning Academy program)

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

Capital Area Workforce Development Board: Submitted

Please select your first Board preference: *

☒ Capital Area Workforce Development Board**Please select your second Board preference: ***

☒ Economic Development Commission**Please select your third Board preference: ***

☒ Juvenile Crime Prevention Council**Please select your fourth Board preference: ***

☒ Criminal Justice Partnership Advisory Board**Please select your fifth Board preference: ***

☒ GoTriangle Board of Trustees**Please select your sixth Board preference: ***

☒ None Selected

Stephen

First Name

J

Middle
Initial

Blewitt

Last Name

202 Beeston CT

Street Address

Suite or Apt

Cary

City

NC

State

27519

Postal Code

What district do you live in?

None Selected

Mobile: (617) 460-4620

Primary Phone

Home: (617) 460-4620

Alternate Phone

stephenblewitt@comcast.net

Email Address

Youth.Work.Connect., LLC

Employer

Co-Founder

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Cary

Interests & Experiences

Why are you interested in serving on a Board or Commission?

I recently retired from a career in Finance and my wife and I relocated to Cary. I have a deep interest in youth employment and would like to contribute my experience and knowledge to help foster greater economic development which can benefit all citizens, and particularly youth. I believe that I can contribute to a Board or Commission where economic development is a focus or a part of a solution to a broader issue.

Work Experience

Presently, Co-Founder of Youth.Work.Connect., a mission-based organization created to help high school youth from underserved communities build social capital to promote economic mobility. Previously had a 41-year career in finance for a large, global insurance company with most of my experience leading investment teams focused on investing in private companies, real estate, infrastructure, timber and agriculture. I have significant board experience with both public and private companies.

Volunteer Experience

Director, Institute for Non-Violence Chicago Advisory Council Member, University of Chicago Graham School Former Finance Committee Member (and Chair), Town of Reading, MA Former Youth Coach (Basketball, Baseball, Soccer), Town of Reading, MA Long-time Blood Donor

Education

Fellow, Leadership & Society Initiative, University of Chicago M.B.A., General Management, Boston University B.A., Economics, University of Chicago

Comments

Through my work experience, I have significant knowledge of environmental, social, and governance and was Chair of my employer's Private Assets Sustainability Committee. I also have significant knowledge of diversity, equity, and inclusion and was Co-Executive Sponsor of one of my employer's Employee Resource Groups - "Valuing the Inclusion of Black Employees".

[Blewitt Resume 2025 Wake County.pdf](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics

Date of Birth

Gender *

☒ Male

Ethnicity *

☒ Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

☒ County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

Stephen J Blewitt

Stephen J. Blewitt
(617) 460-4620
stephenblewitt@comcast.net

EXPERIENCE

Co-Founder, Youth.Work.Connect., LLC, Cary, NC

- We are a mission-based organization created to help high school youth from underserved communities build social capital to promote economic mobility.

Global Head of Private Markets, Manulife Investment Management, Boston, MA

- Lead private asset management business spanning real estate, infrastructure, timber, agriculture, private equity, and private credit, investing on behalf of Manulife and its clients, including public pension plans, corporate pension plans, insurance companies, family offices, and other institutional investors
- Lead global investment teams and global distribution for business
- Chairman and CEO of two SEC-registered investment advisers, Manulife Investment Management Private Markets (U.S.). Boston, MA and Manulife Timberland and Agriculture. Boston, MA
- Member of Board of Directors of Manager of Manulife US Real Estate Investment Trust, a publicly-listed Singapore REIT. Singapore.
- Member of Board of Directors of Albamen Capital Partners (Hong Kong) Limited. Hong Kong SAR
- Member of Private Assets Valuation Committee, member of Allocation and Conflicts Committee, Chair of Private Markets Sustainable Investing Committee

Integrated siloed investment teams which mainly operated within investment division of insurance company into an investment management platform leveraging a single brand, distribution, product development, and sustainable investing infrastructure. Redefined the relationship with insurance company such that the general account is now a client of the investment manager, and worked with Compensation team to develop a comprehensive carried interest plan to incentivize investment and non-investment professionals

Senior Managing Director, Hancock Capital Management, LLC, Boston, MA and Hong Kong SAR

- Managed private equity and private credit investment funds on behalf of John Hancock and its third-party clients with overall responsibility for investment and personnel decisions
 - Raised over \$2.5 billion of capital for private investment funds from insurance companies, corporate pension plans, and family offices
 - Built a team of approximately 40 investment professionals and accounting / finance professionals to manage portfolios

Past and present member of Board of Directors of several public and private companies, including positions as Chairman and member of audit and compensation committees

Managing Director, Bond & Corporate Finance Group, John Hancock Life Insurance Company. Boston, MA

- Led a team of analysts investing in public and private debt securities for health care, chemical and consumer product companies
- Led a multi-institutional team to oversee operating and capital decisions, and eventual sale, of six hotel properties located throughout the United States
- Created John Hancock's health care investment strategy to invest in hospitals, nursing homes, pharmaceutical companies, and medical device companies

Assistant Research Officer, Group Pensions, John Hancock Life Insurance Company. Boston, MA

- Managed a team of financial analysts responsible for projecting cash flows for John Hancock's fastest growing product line – Guaranteed Investment Contracts and Single Purchase Annuities
- Received Corporate Award for development of liability projection system
- Learned a number of computer languages to build systems to price and manage Group Pension products

EDUCATION

Fellow, Leadership & Society Initiative, University of Chicago, Chicago, IL.

M.B.A, General Management, Questrom School of Business, Boston, MA.

B.A., Economics, University of Chicago, Chicago, IL.

VOLUNTEER EXPERIENCE

Director, Institute For Non-Violence Chicago, Chicago, IL.

Advisory Council, University of Chicago Graham School, Chicago, IL

Former Finance Committee Member (and Chair), Town of Reading, MA

Former Youth Coach (Basketball, Baseball, Soccer), Town of Reading, MA

Long-time Blood Donor

Profile

Which Boards would you like to apply for?

Capital Area Workforce Development Board: Submitted

Please select your first Board preference: *

☒ Planning Board

Please select your second Board preference: *

☒ Capital Area Workforce Development Board

Please select your third Board preference: *

☒ Wake Technical Community College Board of Trustees

Please select your fourth Board preference: *

☒ Open Space and Parks Advisory Committee

Please select your fifth Board preference: *

☒ Library Commission

Please select your sixth Board preference: *

☒ City of Raleigh Planning Commission

Daniel

First Name

Gilligan

Last Name

Middle
Initial

6401 Rushingbrook Drive

Street Address

Suite or Apt

Raleigh

City

NC

State

27612

Postal Code

What district do you live in?

None Selected

Home: (919) 271-5137

Primary Phone

Home: (919) 271-5137

Alternate Phone

danielgilligan@gmail.com

Email Address

Office of NC Lt. Governor
Hunt

Employer

Government Affairs Director

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Raleigh

Interests & Experiences

Why are you interested in serving on a Board or Commission?

To Members of the Commission: I remember my first swim lesson when I was about 4 years old in Optimist pool. I remember getting that big yellow Wake County Public Libraries card with the Cub Scouts in 4th grade. I remember how excited I was the first time I made it past the waitlist for an intro to pottery class at Sertoma. After growing up in Raleigh and attending NC State, I left to travel the world. I came back a few years later and after living a few other places, truly appreciated what a great place my parents had chosen to settle. When I moved back to the area as an adult, I chose where to live and later buy a home based on greenway access. Wake Public Schools and NC State provided a foundation that led to a doctorate and successful career. Over the last 20 years, I've been an educator and gotten to advise public officials from county commissioner to governors and senators in 17 states. I've also led policy think tanks and advised CEOs on tech policy. While that professional experience with public policy is important it can feel removed from direct impact on my community. Most importantly, as someone who grew up in Raleigh and now built my adult life here, I understand both our challenges and what makes us unique. I've seen the area grow from a sleepy suburban commuter town to the No.1 best performing large metro - I want to preserve what makes us a great place live while continuing to welcome new members of our community. As an adult, I appreciate how important the public services threaded through my life here are. The quality of life and community built in Wake don't happen by chance but by deliberate choices that builds and attracts a strong workforce. I now seek the opportunity to not just give back but help chart a path forward that builds on the shared values that made us all want to live here. I want to help find balanced solutions that preserve the quality of life that make this a place so many people want to live, and continue to expand economic opportunities. I believe serving on advisory committees is a new opportunity for me to not just bring my experience but learn even more about our incredible community. Thank you for your consideration, -Daniel Gilligan, PhD

Work Experience

I have public policy experience across advising public officials from local to federal level and helping tech companies navigate complex regulatory environments over the last 20 years. As an educator I have taught courses on public policy and international studies. While I have done work in 17 states, the bulk of it has been here in my home of North Carolina. I'd love to leverage that variety of experience to meet the complex challenges our region faces - finding common ground solutions that preserve what makes this a thriving place to live while still welcoming new members of our community.

Volunteer Experience

I've led two non-profits based in North Carolina focused on civic engagement. Most recently, I have volunteered helping sort, organize, and pack donations locally for our neighbors out west impacted by Hurricane Helene, and previously volunteered with the Salvation Army doing similar work with food distribution and holiday toy distribution.

Education

PhD, MA, Politics, Global Communications - Durham University (United Kingdom) BA, Political Science/Economics - North Carolina State University (Raleigh, NC, USA) Diploma, Wake Forest-Rolesville High School Google Professional Certificate, Project Management

Comments

[Daniel_Gilligan_Resume.pdf](#)

Upload a Resume

[Daniel_Gilligan_-_Letter_of_Interest.pdf](#)

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics

Date of Birth

Gender *

☒ Male

Ethnicity *

☒ Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

☒ Current Wake County Volunteer

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

Daniel Gilligan

Summary

Policy advisor to Governors, CEOs, Attorneys General, and legislators in 17 different states. Tech industry experience facilitating a nation-wide advocacy coalition that passed sustainability legislation in 6 states, while spurring federal regulatory action.

Experience

Avante Health Solutions/Transtate Equipment Company

Government Relations and Public Affairs

September 2021 – Present

- Directly advise CEO and organizational leadership on government relations and public affairs while facing major federal legal challenge from global multi-national company.
- Collaboration with a US-wide coalition of trade associations and advocacy groups on “Right to Repair” campaign that garnered a favorable Federal Trade Commission ruling, Presidential Executive Order, and state legislative action in CA, CO, ME, MN NY, OR.
- Coordinated public affairs around litigation that set legal precedent in competition law.
- Developed advocacy strategy and internal policy on issues including AI, data privacy, intellectual property, competition, and clean energy to adapt to global regulatory environments.
- Monitoring and policy analysis of regulatory developments, industry trends, and state regulations in EU and US, provide strategic advice to leadership on potential impacts for tech company.
- Cross-functional strategic planning and integrated communications across media relations, legal, and policy to ensure alignment of messaging and business objectives.

Gilligan Policy Solutions

Public Policy and Communications Consultant

December 2008 – Present

- Public policy and strategic communications consultant with experience in the US (federal level and in 17 different states), EU, and Central America.
- Public sector clients included: Gov. Roy Cooper (NC), Sen. Ed Markey (MA), AG Josh Stein (NC), AG Kathy Jennings (DE), NC Sen. Rachel Hunt, Fair Fight Action.
- Private sector clients in industries including clean energy, resource extraction, and tech.
- Crisis communications on closest US gubernatorial race in 4 different election cycles.

- Led policy advocacy efforts that fostered wins for clients in states as culturally different as Massachusetts and West Virginia during the same election cycle.
- Prepared public and private sector executives for live televised debates, media events, depositions, and government hearings.
- Manage projects and building teams from a variety of positional authorities on cross-functional teams in fast-paced environments.

Think NC First

Policy Director

November 2014 – June 2020

- Organizational leadership of think tank with a cross-functional team of 7 direct reports.
- Public affairs management around litigation on constitutional challenges, civil rights, election law, and redistricting.
- Coached policy makers, civil society leaders, and elected officials to articulate complex policy to a variety of stakeholders including non-technical audiences.
- Government relations on a range of issues with an emphasis on the intersection of government policy and innovation on transportation and infrastructure, public health, public education, clean energy, environmental regulations, and sustainability.
- Research and development of over \$23M in paid media communications for coalition partners and users through multi-modal public opinion and behavioral research.

Education

PhD, MA, Politics, Global Communications - Durham University (United Kingdom)

BA, Political Science/Economics - North Carolina State University (Raleigh, NC, USA)

Google Professional Certificate, Project Management

To Members of the Commission:

I remember my first swim lesson when I was about 4 years old in Optimist pool. I remember getting that big yellow Wake County Public Libraries card with the Cub Scouts in 4th grade. I remember how excited I was the first time I made it past the waitlist for an intro to pottery class at Sertoma. After growing up in Raleigh and attending NC State, I left to travel the world. I came back a few years later and after living a few other places, truly appreciated what a great place my parents had chosen to settle. When I moved back to the area as an adult, I chose where to live and later buy a home based on greenway access.

Wake Public Schools and NC State provided a foundation that led to a doctorate and successful career. Over the last 20 years, I've been an educator and gotten to advise public officials from county commissioner to governors and senators in 17 states. I've also led policy think tanks and advised CEOs on tech policy. While that professional experience with public policy is important it can feel removed from direct impact on my community. Most importantly, as someone who grew up in Raleigh and now built my adult life here, I understand both our challenges and what makes us unique. I've seen the area grow from a sleepy suburban commuter town to the No.1 best performing large metro – I want to preserve what makes us a great place live while continuing to welcome new members of our community.

As an adult, I appreciate how important the public services threaded through my life here are. The quality of life and community built in Wake don't happen by chance but by deliberate choices that builds and attracts a strong workforce. I now seek the opportunity to not just give back but help chart a path forward that builds on the shared values that made us all want to live here. I want to help find balanced solutions that preserve the quality of life that make this a place so many people want to live, and continue to expand economic opportunities. I believe serving on advisory committees is a new opportunity for me to not just bring my experience but learn even more about our incredible community.

Thank you for your consideration,
-Daniel Gilligan, PhD

Profile

Which Boards would you like to apply for?

Capital Area Workforce Development Board: Submitted

Please select your first Board preference: *

☒ Capital Area Workforce Development Board

Please select your second Board preference: *

☒ Library Commission

Please select your third Board preference: *

☒ Commission for Women

Please select your fourth Board preference: *

☒ Domestic Violence Fatality Review Team

Please select your fifth Board preference: *

☒ Wake County Steering Committee on Affordable Housing

Please select your sixth Board preference: *

☒ Wake Technical Community College Board of Trustees

Emily

First Name

Resk

Last Name

Middle
Initial

1009 Wade Avenue

Street Address

Apt 210

Suite or Apt

Raleigh

City

NC

State

27605

Postal Code

What district do you live in?

None Selected

Mobile: (216) 630-9996

Primary Phone

Home: (845) 242-6291

Alternate Phone

emilymhoey@gmail.com

Email Address

North Carolina State
University

Employer

Professional Development
Coordinator

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Raleigh

Interests & Experiences

Why are you interested in serving on a Board or Commission?

I want to give back to the community and help elevate concerns. As an educator and counselor, I have a deep appreciation for people and I think I would be an asset to working collaboratively with teammates who all share a common goal of enacting meaningful, positive, systemic change.

Work Experience

Academic Adviser, NC State (starting in January 2025) Professional Development Coordinator, NC State (Jan 2023-Dec 2024) Career Counselor, NC State (Jan 2021-Dec 2022) Case Manager, NC State (Jan 2022-May 2022) Orientation Coordinator, Stony Brook University (May 2021-Aug 2021) New Student Programs Coach, NC State (Aug 2020-Dec 2020) Student Success Coach, DePaul University (Jan 2019-Jun 2020) 1st Grade Teacher, Ogden Elementary (Aug 2019-Dec 2019 -- student teaching)

Volunteer Experience

NC Peer Educator Conference Planning Committee (Dec 2024-present) Crisis Text Line (Dec 2020-present) Interpersonal Violence Prevention Educator (Mar 2021-Dec 2022) Career Development Newsletter Contributor (Nov 2021-Oct 2022)

Education

B.S. Elementary Education - Language Arts, DePaul University (2019) M.Ed. Counselor Education (College Counseling & Student Development), North Carolina State University (2023)

Comments

[EResk.CV.PhD.pdf](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics

Date of Birth

Gender *

☒ Female

Ethnicity *

☒ Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

☒ County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

Emily Resk, LCMHCA, NCC

(She / Her / Hers)

Raleigh, NC | (216) 630-9996 | emilymhoey@gmail.com | www.linkedin.com/in/emilyhoey

SUMMARY

Energetic and experienced higher education professional with 5+ years of expertise in student development, educational equity, and program design. Proven leader in high-impact student development passionate about fostering inclusive learning environments, building confidence in underrepresented student populations, and addressing systemic barriers to academic and career success. Adept in program development and management, intercultural communication, and data-driven evaluation. Licensed Clinical Mental Health Counselor Associate committed to supporting individual growth and organizational transformation.

EDUCATION

North Carolina State University, Raleigh, North Carolina

May 2023

Master of Education, College Counseling and Student Development

Honors: North Carolina Career Development Association Graduate Student Scholarship, North Carolina Association of Colleges and Employers Graduate Student Scholarship Recipient, Chi Sigma Iota (Counseling Honors Society), Pride of the Wolfpack

GPA: 4.0 / 4.0

DePaul University, Chicago, Illinois

Dec 2019

Bachelor of Science, Elementary Education, Concentration in Language Arts

Honors: Dean's List, Presidential Scholarship, Woman of Spirit and Action, Education and Development Grant for Employability, Outstanding Senior Award

GPA: 3.6 / 4.0; *cum laude*

PROFESSIONAL EXPERIENCE

North Carolina State University, Career Development Center, Raleigh, NC

Jan 2023-Present

Professional Development Coordinator

- Design and lead workshops for 500+ students on confidence, imposter syndrome, and career preparation. Selected to present at NACE (National Association of Colleges and Employers) Annual Conference on equity in career development.
- Lead "Career Champion" initiative, training 270+ faculty and staff to intervene in student career crises and support underrepresented students by addressing systemic barriers to career attainment.
- Expand the Career Ambassador program into a high-impact paid leadership role, increasing engagement and outreach event coverage by 38%. Recruit, train, mentor, and supervise 20+ student leaders to support an average of 4000+ peers annually.
- Supervise and mentor 2 graduate interns and Teaching Assistant helping them develop skills in student counseling and professional development, as developmentally appropriate. Evaluated overall effectiveness and promoted a culture of continuous improvement and ongoing support.
- Conduct 3000+ counseling sessions, supporting a diverse caseload of first-year students through periods of adjustment and career readiness by employing student development theories and multicultural counseling best practices.
- Establish and maintain innovative scalable solutions, including a digital resume dropbox, regular tabling presences across campus, large-scale drop-in career support events, asynchronous career programs, and DEIB-focused electives for Career Champions.
- Serve as primary office contact for scalable workshops and programming for groups such as student employees, professional development groups, and the Advisor Development Institute.
- Organize large-scale student events such as workshops, conferences, CareerCON, Professionalism Debunked (student fashion show), Career Champion program, training and onboarding sessions, and leadership development opportunities.
- Develop curriculum for and instruct "USC 203: Professional Development for Career Ambassadors" course, equipping students with facilitation skills and professional growth utilizing Moodle and Google Suite for content delivery.
- Create and maintain data-driven assessments to evaluate cross-functional program effectiveness and alignment with JEDI goals, including student leader outcomes, training objectives, and effectiveness of counseling delivery methods.

North Carolina State University, Career Development Center, Raleigh, NC

Jan 2021-Dec 2022

Career Counseling Graduate Assistant

- Delivered personalized career counseling sessions for first-year and College of Engineering students, supporting a caseload of 10,000+ students including significant first-generation and underrepresented student populations, focusing primarily on career identity development, resumes and cover letters, career fairs, interviewing techniques, and job search strategies.
- Created and implemented a "LinkedIn Showcase," empowering 20 first-generation students with hands-on opportunities to bolster their online presence and connect with employers over the course of a 4-month program focused on equitable career outcomes, peer engagement, and connecting first-generation students with meaningful employment opportunities.
- Facilitated large-scale workshops, empowering 700+ students with resources and strategies for successful career navigation, including ongoing partnerships with TRIO and Women and Minorities in Engineering Program (WMEP), focusing on the unique challenges and opportunities for first-generation, low-income, and underrepresented students.
- Analyzed critical data including measures of equity, resulting in improved resources for students and interdepartmental connections.

- Documented student sessions, workshops, and correspondence using ePACK (Symlicity) while maintaining confidentiality as per FERPA regulations.
- Authored and published 15 widely referenced sections of the Career Guide, the primary print material distributed by the Career Development Center.

North Carolina State University, Prevention Services, Raleigh, NC

Jan 2022-May 2022

Graduate Intern

- Provided individualized case management and referrals for undergraduate and graduate students experiencing personal, academic, or mental health challenges.
- Conducted comprehensive assessments to identify students' needs and systemic barriers impacting success, including financial and housing insecurity, mental health concerns, and issues of belonging; collaborating with campus and community resources to develop tailored action plans rooted in cultural competence and student development theory.
- Maintained detailed, accurate, and confidential case notes in accordance with university and legal standards, ensuring consistency and compliance in case management processes.
- Delivered educational presentations to campus groups on prevention-focused topics, promoting awareness of support services and fostering a culture of care in partnership with university departments and organizations.
- Participated in weekly multidisciplinary CARES team meetings to discuss ongoing cases, share updates, and develop intervention strategies with university staff and stakeholders.
- Engaged in data collection and analysis to evaluate the effectiveness of interventions and contribute to the continuous improvement of service delivery models.
- Assisted in planning and executing outreach initiatives aimed at increasing student engagement with Prevention Services and supporting the university's wellbeing goals.
- Demonstrated commitment to student success through advocacy, resource navigation, and proactive communication, contributing to institutional retention goals, and supporting marginalized students in achieving academic and personal success.

Stony Brook University, New Student Programs, Stony Brook, NY

May 2021-Aug 2021

NODA (Association for Orientation, Transition, and Retention in Higher Education) Graduate Intern

- Supervised 20 student leaders during orientation to discover strengths and areas of improvement, fostering leadership through individualized development plans and aligning with student development theories.
- Innovated and implemented a self-assessment tool based on NACE competencies for students to reflect on leadership experiences and articulate transferable skills gained from experiential learning.
- Devised and conducted training sessions and ongoing development opportunities on leadership, self-care, and effective feedback, supporting a holistic training environment.
- Facilitated online workshops for incoming students and families on topics such as financial resources, health and wellness, safety procedures, living on campus, commuting to campus, study abroad, and other experiential learning opportunities.
- Developed and executed all-staff retreat by gathering data about student staff needs, leveraging strengths of team, and designing engaging activities ranging in topics from exploring campus resources to diversity and justice.
- Counseled student leaders during crisis situations including personal and interpersonal issues, modeling healthy coping mechanisms, work-life balance, and appropriate help-seeking behaviors.

North Carolina State University, Office of New Student Programs, Raleigh, NC

Aug 2020-Dec 2020

1887 Fellows Coach

- Promoted holistic student success for a small group of highly motivated first-year students through regular, facilitated 1:1 discussions around goal development and attainment.
- Encouraged diverse and creative problem solving to address upcoming and present challenges to boost critical thinking and help-seeking skills among new students as they navigate their college transition.
- Implemented a goal-focused model of coaching to develop reflection, attentiveness, self-regulation, and resilience.
- Leveraged personal college experiences and knowledge of institutional processes to connect Fellows with university resources such as advisors, mentors, researchers, student organizations, and employers.
- Tracked student progress and offered ongoing, formative feedback to support flexible goal-setting and achievement resulting in improved retention, overall student professionalism, and clearer identity development.

DePaul University, New Student and Family Engagement, Chicago, IL

Jan 2019-Jun 2020

Student Success Coach

- Coached and mentored 120+ freshmen, primarily first-generation and underrepresented students, employing a supportive approach to help them achieve wellness and academic goals through 1:1 meetings, phone calls/text messages, email, and Zoom sessions.
- Hosted 400+ coaching sessions to promote reflection on college experiences, identify needs and challenges, set personalized SMART goals, strategize personal action plans, and support ongoing success beyond the first year of college.
- Developed action plans and resources to improve student retention and personal development, resulting in improved retention and academic performance.
- Designed and executed outreach initiatives, print materials, and virtual promotional content that improved visibility and

engagement with transfer, commuter, and less engaged students in student success programming as well as boosted internal efficiencies by providing easily accessible reference materials for coaches and students.

- Analyzed student data in collaborative effort with various student affairs offices to formulate an internal topical calendar identifying developmental student needs to proactively plan and execute events and initiatives avoiding duplication of efforts and improving communication between departments.
- Promoted to Team Leader, supervising and training 4 new coaches using 1:1 and group meetings to assess areas of strength, design improvement plans, and streamline student success initiatives. Recognized as a top performer for 2 consecutive years.

RESEARCH INTERESTS

- Confidence and imposter syndrome as barriers to success for underrepresented and under-resourced students
- Intersectionality and its impact on self-efficacy and belonging in higher education
- Positive masculinity and its role in improving gender equity and reducing sexual violence

PROFESSIONAL PRESENTATIONS

“Empowering Tomorrow’s Innovators: Confidence-Building for Equity in Career Development”

NACE Annual Conference

June 2024

“Confidence is Your Superpower!”

North Carolina Association of Colleges and Employers (NCACE) Annual Conference

May 2022

“Don’t Let the Good Ones Get Away: Retaining Talent through a Pandemic”

North Carolina Career Development Association (NCCDA) Annual Conference, Virtual

Feb 2022

“Getting into Character: Using Empathetic Skills to Build Better Connectivity”

Peer Tutor & Mentor Summit, DePaul University, Chicago, IL

Feb 2020

PROFESSIONAL CERTIFICATIONS

- | | |
|---|-----------|
| • Licensed Clinical Mental Health Counselor Associate | Aug 2024 |
| • National Certified Counselor, National Board of Certified Counselors | Sept 2023 |
| • Mental Health First Aid Certification, National Council for Behavioral Health | Dec 2022 |
| • Career Champion Certification, North Carolina State University | Aug 2022 |
| • Values-Centered Leadership, DePaul University | June 2020 |
| • Psychological First Aid, Johns Hopkins Bloomberg School of Public Health | May 2020 |
| • Student Affairs Assessment Certificate, National Louis University | Mar 2020 |

SERVICE & LEADERSHIP

Volunteer, Crisis Text Line

Dec 2020-present

Interpersonal Violence Prevention Peer Educator, The Movement (NC State University)

Mar 2021-Dec 2022

Newsletter Intern, North Carolina Career Development Association

Nov 2021-Oct 2022

Profile

Which Boards would you like to apply for?

Capital Area Workforce Development Board: Submitted

Please select your first Board preference: *

☒ Capital Area Workforce Development Board

Please select your second Board preference: *

☒ Economic Development Commission

Please select your third Board preference: *

☒ Garner Planning and Appearance Commission

Please select your fourth Board preference: *

☒ Garner Board of Adjustment

Please select your fifth Board preference: *

☒ Commission for Women

Please select your sixth Board preference: *

☒ Wake Technical Community College Board of Trustees

Lesley

First Name

N

Middle Initial

Kennedy

Last Name

3946 S Shiloh Rd

Street Address

Suite or Apt

GARNER

City

NC

State

27529

Postal Code

What district do you live in?

None Selected

Home: (919) 730-6590

Primary Phone

Mobile: (919) 730-6590

Alternate Phone

nicholkenn1@yahoo.com

Email Address

Kennedy Equipment & Truck Repair, LLC; NC State Government Retired

Employer

Owner

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Garner

Interests & Experiences

Why are you interested in serving on a Board or Commission?

The majority of my state government career was in Labor and Economic Development. I have worked with workforce boards, economic developers and policy makers and understand the importance of decisions made on the community. I am also a native of Garner and a small business owner and understand the challenges of growth in communities on natives, economic challenges of small business. I would like to continue to use my 22 years of knowledge to ensure the success of the small business community and citizens during this time of change and growth.

Work Experience

2019 - Current Co-Owner of Kennedy Equipment & Truck Repair, LLC Aug 2022 - Sep 2024 NCDIT; IT Business Systems Analyst Mar 2012- Aug 2022 NC Department of Commerce; Business & Technology Applications Technician Jul 2006 - Mar 2012 NC Department of Commerce; Employment Market Research Analyst May 2003 - Jul 2006; Employment Security Commission; Labor Market Analyst June 2000 - May 2003 Employment Security Commission; Processing Assistant

Volunteer Experience

Habitat for Humanity Wake County, 2024

Education

Wake Technical Community College, associate in applied science, Business Administration: Human Resource Management 2017 Wake Technical Community College, Human Resource Management Certificate 2016 Wake Technical Community College, Business Core Certificate, 2016

Comments

I believe I can provide valuable insight to this board and further the agenda to improve and plan for the citizens.

[LESLEY_KENNEDY.docx](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Lesley N Kennedy

Demographics

Date of Birth

Gender *

☒ Female

Ethnicity *

☒ Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

☒ Other

If you selected "Other" above, how?

Past work

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

LESLEY NICOLE KENNEDY

3946 S SHILOH, GARNER, NC 27529

Phone: (919) 730-6590

Email: nicholkenn1@yahoo.com

Objective

Looking for my next challenge after retirement from public service. I have twenty-two years' experience working with the Bureau of Labor Statistics and workforce development. I have a passion for bringing various data sets together for new perspectives on subjects affecting policy and workforce development groups. I am creative and see the big picture with lots of ideas.

Employment History

08/2022 - Current **IT Business Systems Analyst**

NC Department of Information, Garner, NC

Able to articulate value propositions from both a business and technical perspective.

- Experience with analyzing and documenting processes and requirement specifications.
- Ability to assist with analyzing current processes, improvements, and procedures that create future configurations which lead to gains in efficiency and cost savings.
- Ability to transfer knowledge and other important or relevant information to stakeholders and end users.
- Matrix facilitation skills for, client and other involved parties/resources.
- Ability to participate in the project to deliver the proposed and agreed upon solution.
- Understanding of general IT architectural principles, technical designs and specifications.
- Excellent verbal and written communication skills including the ability to interact and communicate effectively with non-technical clients.
- Ability to think analytically and problem solve.
- Ability to communicate effectively with all levels in the organization.
- Understanding business requirements and translating them into specific software requirements.
- Experience with evaluating information harvested through surveys and workshops, task analysis and business process description.

03/2012 - 09/2022 **Business & Technology Applications Technician**

NC Department of Commerce, Raleigh, NC

- State representative on the Analyst Resource Center Database structure committee.
- Database Administration of the Workforce Information Database (WID) utilizing SQL server 2012.
- Maintain multiple web applications for the division to include Demand Driven Data Delivery (D4); •NC Works (Labor Market Analysis Module) and Access NC, BLS data dashboards.
- ArcGIS lead for requests related to economic development, community development, labor force development and policy issues.
- Data Management-Plan, implement data updates for agency applications; create metadata; load data.
- Train contributors on table structure and review files for errors.
- User Management for Rac F Mainframe user access.
- Program Manager for Target Employment Area (TEA) EB-5 Immigrant Investor Program, no longer in effect.
- Project Management of NC BOLD application development and implementation to include data collection and program specifications and upgrades.
- Review billing and account reconciliation for proper charges by other agencies and resources.
- Consulting and Training-Train; serve as data expert for labor market information.

- Technical Writing-Write user guides for applications, process guides and other required documentation.

07/2006 - 03/2012 **Employment Market Research Analyst**

NC Department of Commerce, Raleigh, NC

Disseminate labor market information using GIS software, In-Design, Illustrator and other specialized software packages.

- Create maps using GIS for all departments within the Employment Security Commission and customers.
- Manage web application and data submissions to maintain web application. Publishing of documents, notes and other application detail to web.
- Serve on project teams for application design, requirement test matrix and data validity.
- Work closely with IT database administrators on table structure, data submissions and error correction.
- Lead analyst in publications, training, proofing and error correction of lower analyst work.
- Produce publications reflecting the divisions goals and services for specialized customers.
- Train DES's new employees, co-workers and customers on labor market information use as well as attend conferences as needed representing the division working informational booth.
- Work closely with upper management to complete requests from legislature and Governor's office.
- Maintain supplies and perform maintenance for all color printers and special paper required for publications.

05/2003 - 07/2006 **Labor Market Analyst**

EMPLOYMENT SECURITY COMMISSION OF N, Raleigh, NC

- Created and designed publications to explain various types of labor market information for differing audiences.
- Designed, set layout and produced the NC Today publication, a monthly report for the Governor's office detailing North Carolina's economic issues.
- Established and maintained rapport with WDB, JobLink and other state agency staff to determine and meet labor market information and economic development needs.
- Assisted Marketing staff by creating and producing publications for specific customer needs.
- Set and coordinated deadlines for publications release dates for unit and co-workers based on customer requests.
- Served as Project Manager for special projects as assigned.
- Assisted customers WDB professionals in locating, using and understanding LMI data as well as data produced by other state agencies.
- Used ARC GIS software to create maps for use with the monthly Labor Market Conditions Publication.
- Served on committees to enhance LMI website.
- Trained co-workers in use of software and data.
- Created and maintained Access database files for WEBSARAS and on-line reports such as Workforce In-Depth. Met multiple monthly, quarterly, and annual deadlines.
- Published and maintained reports to web application using specialized software.
- Update and maintain mailing list and request database.
- Back up Inquiry Unit and department mail; assist the general public in locating, using and understanding LMI data.
- Compile, Update and produce 80 "map jobs" quarterly and others as requested.
- Maintain files for Applied Research.

07/2000 - 05/2003 **Processing Assistant**

EMPLOYMENT SECURITY COMMISSION OF N, Raleigh, NC

Created and designed publications to explain various types of labor market information for differing audiences.

- Designed, set layout and produced the NC Today publication, a monthly report for the Governor's office detailing North Carolina's economic issues.
- Proofread and edit publications of co-workers.
- Established and maintained rapport with WDB, JobLink and other state agency staff to determine and meet labor market information and economic development needs.
- Set and coordinated deadlines for publications release dates for unit and co-workers based on customer requests.
- Assisted customers WDB professionals in locating, using and understanding LMI data as well as data produced by other state agencies.
- Met multiple monthly, quarterly, and annual deadlines.
- Update and maintain mailing list and request database.
- Back up Inquiry Unit and department mail; assist the public in locating, using and understanding LMI data.
- Compile, Update and produce 80 "map jobs" quarterly and others as requested.
- Maintain files for Applied Research.
- Assign work to temporary employees assigned to the survey.
- Head administrative duties such as training temporary employees, resolving issues in data discrepancies and tracking temporary employee work schedules.
- Provide updates to Supervisor and Director on survey progress. Oversee filing and storage of survey, as regulated by the state.

Education History

Business Administration/HR Management

Associate's degree

Wake Technical Community College, Raleigh, NC

Occupational Licenses, Certificates and Training

02/2024 **ITIL 4 Foundation Certification in IT Service Management**
AXELOS

10/2020 **Lean Six Sigma Yellow Belt**
NCDIT

Additional Information

Notary Public

Detailed References

References Available on Request

Profile

Which Boards would you like to apply for?

Capital Area Workforce Development Board: Submitted

Please select your first Board preference: *

☒ Capital Area Workforce Development Board

Please select your second Board preference: *

☒ Board of Adjustment

Please select your third Board preference: *

☒ Holly Springs Board of Adjustment

Please select your fourth Board preference: *

☒ Keep America Beautiful Advisory Board

Please select your fifth Board preference: *

☒ Apex Board of Adjustment

Please select your sixth Board preference: *

☒ Centennial Authority

Timothy

First Name

Guthrie

Last Name

Middle
Initial

334 Leland Crest Dr

Street Address

Suite or Apt

Apex

City

NC

State

27539

Postal Code

What district do you live in?

None Selected

Mobile: (919) 638-6855

Primary Phone

Mobile: (919) 638-6855

Alternate Phone

guthrie759@gmail.com

Email Address

VIGILINT Expeditionary
Solutions

Employer

HR Manager

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☒ Yes ☐ No

In order to assure countywide representation, please indicate your place of residence:

☒ Holly Springs

Interests & Experiences

Why are you interested in serving on a Board or Commission?

As an HR practitioner, I am passionate about fostering talent and creating career opportunities. Serving on the Capital Area Workforce Development Board aligns with my commitment to workforce development and community engagement. My background equips me to address the challenges faced by both employers and job seekers. I am eager to collaborate with other professionals to develop strategies that support underrepresented populations and ensure equitable access to job training. Ultimately, I want to make a meaningful impact in my community by shaping policies that strengthen both individuals and the local economy.

Work Experience

HR & Training and development

Volunteer Experience

NC Cert Habitat for Humanity Wake County Public Schools- Woods Creek

Education

BA- Political & Social Science

Comments

I leave you with one quote "Do not fear failure but rather fear not trying." — Roy T. Bennett

[10_24Guthrie_Timothy_Resume.pdf](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics

Date of Birth

Gender *

☒ Male

Ethnicity *

☒ African American

Other

How did you become aware of Wake County volunteer opportunities?

☒ County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

Timothy Guthrie

TIMOTHY GUTHRIE

Holly Springs, NC 27539
(919) 638-6855
Guthrie759@gmail.com

SUMMARY

Motivated & Strategic Business leader offering many years of evaluating corporate people operations strategies and developing actionable solutions to meet objectives. While working in **fast paced Environment's**. Skilled in **analyzing metrics** to decipher pain points in employee retention, compensation structures and benefits administration. Personable and committed with passion for improving work culture.

SKILLS

- Policies implementation
- **Recruitment Marketing**
- **Legal Research**
- **Federal Contracting Compliance**
- AAP/EEO- Implementation
- **Federal Per diem regulations -Expense**
- Kronos/ payroll / ADP / PeopleSoft/ Salesforce
- **Reviewing and processing official secured documents**
- **ERISA & USERRA Compliance**

EXPERIENCE

DUKE HEALTHCARE PREPAREDNESS COALITION

Durham, NC

NC CERT

11/2023 to Current

- Disaster response Volunteer
- Stress & Emergency Management

VIGILINT HEALTH SOLUTIONS

Morrisville, NC

HR Manager, Employee Relations & Compliance

03/2023 to Current

- Oversee compliance with **Multi-State employment laws including-(CA,NY and WA) 35 States**
- Creating SOPs to increase compliance
- Advance Research with Legal Compliance trends in BLR, OFR, U.S Department of Labor, SHRM, USA.GOV, George Town Law Library and Blacks Law Dictionary
- Investigating employee infractions
- **Processing DBA Workers Compensation Claims**
- Addressing **employee infractions** and working with management to resolve performance issues
- Completing Federal filings such as **Vets 4212 & EEO-1 Report** company wide
- **Benefits administration- Reconciling and invoicing & look back measurements for ACA**
- Assisting in benefits renewal process to help save the company money
- **Conducting open enrollment process**
- Addressing concerns with Company Mergers regarding: Pay, benefits, and job titles
- **Being the POC for all staff including Doctors, RNs, Paramedics and offering solutions**
- Keeping compliance with **OFCCP & DOD**
- Developed an **Affirmative Action Plan** and oversee the process and development of talent and promotions data
- Conducting background checks and orientation, coordinating new employee **onboarding** process.
- Implemented LMS for workplace safety & harassment training
- Working with the Director of Medical Affairs to ensure medical providers are performing within their scope
- Converted our **performance management system** from paper to digital with a non-bias grading scale- reviewing incoming evaluations
- **401K transmission and PTO calculation, expense.**
- **Managing multi-state payroll laws- running 2 payroll cycles bi-weekly & semi-monthly over \$750k per cycle**
- Facilitated workshops for groups or individuals on topics related to professional development.

CHARTER COMMUNICATIONS INC

Morrisville, NC

Training & Development Relations Lead

04/2021 to 03/2023

- Provided ongoing support and guidance to a team of 150+ employees while, fostering a positive and productive work environment.
- Collaborated with management and the corporate team to design and implement new hire curriculum, ensuring a smooth onboarding process and alignment with organizational objectives.
- Implemented strategies to enhance **employee retention**, successfully surpassing the 60 and 90-day milestones for new hires, optimizing overall team stability and performance.
- Conducted thorough needs assessments, **identifying training gaps**, and tailored customized solutions to meet specific organizational needs, enhancing employee competence and overall effectiveness.
- Assisted employees in seamless transitions after **leaves of absence**, facilitating their reintegration and maintaining employee morale and productivity.
- Provided **conflict-resolution methods** to alleviate grievances between employees and difficult leaders.
- Assisted in the development of performance management systems including goal setting, performance reviews, corrective action plans and disciplinary procedures.
- **Provided guidance on labor law compliance issues such as FMLA, ADA, Title VII.**
- Facilitated communication between management and staff by conducting regular meetings to discuss concerns or suggestions.
- **Investigated workplace issues** with professionalism and sensitivity and detailed incidents in reports to senior executives.

THE WELBURN ORGANIZATION CORPORATE OFFICE

NC

HR Shared Services II

12/2018 to 04/2021

- Prevented the company from laying off staff by re-aligning hiring, cross training and scheduling needs.
- Computed Productivity Ratios for workforce
- **Achieved a 47.3% decrease in FMLA utilization within the first year of Representing the HR Department**
- Cut costs by 40% and increased efficiency by integrating a new payroll vendor.
- Increasing productivity by implementing new incentives, training, and Leadership while maintaining a great retention rate
- Processing all leave of absence
- Oversaw **Recruitment marketing**
- **Re-inventing the onboarding structure** with a time-friendly approach to get candidates into production
- **Overseen the process of unemployment claims and exit interviews**
- **Investigated, arbitrated and resolved employee complaints and issues**
- Reviewed applications, conducted in-person interviews, and administered tests to evaluate applicants' skills.

ACCOMPLISHMENTS

- Reduced turnover by 17%
- Negotiated a return to work for employees on strike
- Developed an employee wellness program that reduced FMLA utilization
- Increased compliance & training company-wide by implementing SOPs for each department

EDUCATION AND TRAINING

CERTIFICATION: HR MANAGEMENT

Duke University

TRANSFER: GENERAL STUDIES

Durham Technical Community College

BACHELOR OF ARTS: POLITICAL & SOCIAL SCIENCE

The University of North Carolina, Greensboro, NC

MASTER OF ARTS: PUBLIC POLICY ANALYSIS

Liberty University, Lynchburg, VA

Expected in 04/2026

Profile

Which Boards would you like to apply for?

Capital Area Workforce Development Board: Submitted

Please select your first Board preference: *

☒ Capital Area Workforce Development Board

Please select your second Board preference: *

☒ Adult Care Home Community Advisory Committee

Please select your third Board preference: *

☒ Raleigh-Durham Airport Authority

Please select your fourth Board preference: *

☒ Wake Forest Planning and Zoning Board

Please select your fifth Board preference: *

☒ Triangle Transit Authority Board

Please select your sixth Board preference: *

☒ Greater Raleigh Convention and Visitors Bureau

William		Graham
First Name	Middle Initial	Last Name

2033 Shingleback Dr		
Street Address	Suite or Apt	
Wake Forest	NC	27587
City	State	Postal Code

What district do you live in?

None Selected

Mobile: (919) 940-1785	Business: (919) 866-5727
Primary Phone	Alternate Phone

glenwoodsouthbarberstudio@gmail.com

Email Address

Wake Technical Community College	Program Director
Employer	Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Wake Forest

Interests & Experiences

Why are you interested in serving on a Board or Commission?

I am interested in serving on the Capital Area Workforce Development Board to make a positive community impact, and collaborate with other industry leaders. It provides opportunities for networking, advocating for the workforce industry, and bridging the gap between education and employment, while also offering professional growth and the chance to shape the local economy.

Work Experience

See resume

Volunteer Experience

See resume

Education

See resume

Comments

N/A

[William_Graham_Resume.rtf](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics

Date of Birth

Gender *

☒ Male

William Graham

Ethnicity *

☒ African American

Other

How did you become aware of Wake County volunteer opportunities?

☒ County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

2033 Shingleback Drive
Wake Forest, NC 27587

WILLIAM GRAHAM (919) 940-1785
glenwoodsouthbarberstudio@gmail.com

PROFESSIONAL EXPERIENCE

WAKE TECHNICAL COMMUNITY COLLEGE, Raleigh, NC 2013-Present

Barber Director and Lead Instructor

- To lead, oversee, and participate in the work of staff responsible for providing classroom and laboratory instructional services; and to perform a variety of administrative tasks relative to assigned areas of responsibility.
- Supervise the use of and operate various instructional equipment and tools; provide instructional demonstrations on mechanical machinery or other equipment as appropriate; develop laboratory assignments to provide hands on experience as appropriate.
- Develop class outlines and establish guidelines for various courses; prepare lesson plans and supplemental teaching materials; schedule classroom activities.
- Communicate with the dean regarding ongoing implementation and evaluation of assigned instructional programs; participate in systematic program evaluation.
- Develop and prepare tests to evaluate student performance, grade, and record individual scores.
- Participate in college committees and in other institutional activities and programs a variety of student related administrative activities including reviewing admission requirements, progress, and qualifications for graduation; may participate in recommending graduates for employment and various licensing requirements.
- Maintain accurate records of student attendance and performance; maintain other records and databases according to program needs or accreditation requirements.
- Assist in the recruitment of students from the community, area high schools, judicial system, and other training programs.
- Receive direction and supervision from the Dean of Professional Services & Sustainability Programs.
- Lead, plan, provide training to, and review the work of staff responsible for providing classroom instruction and laboratory demonstration services relating to a specific academic program; prepare annual, written evaluations of assigned instructors.
- Research and develop new courses and areas of study.
- Performs other job-related duties as assigned in support of the College's goals and core values.
- Serve as a substitute for other instructors as needed.
- Interpret and apply Federal, State, and local policies, procedures, laws, and regulations.

NC BOARD OF BARBER EXAMINERS, Raleigh, NC 2010-2013

Barber Inspector

Inspect barbershops and barber schools to determine compliance with State of North Carolina sanitary regulations for more than 600 shops and 15 schools across 32 counties and issue citations for violations observed. Investigate consumer complaints and spontaneous reports of barber/barbershop noncompliance. Ensure appropriate documentation of all inspection activities performed. Proctor and score oral and written examinations for candidates seeking licensure as an apprentice, registered barber, or barber instructor. Advise potential shop owners on the suitability of planned barbershop facilities according to State laws and statutes. Participate in Board meetings and administrative hearings as a material witness or expert witness. Maintain licensure as a barber instructor.

School Auditor

Review barber school operations for compliance with State laws, regulations and standards including but not limited to verification of the student roster, student time keeping records, and student applicant criminal background checks. As primary point of contact at the Board, work closely with school instructors, managers, and students to field questions concerning school curricula, school documentation requirements, and other operational matters. Evaluate the instructional setting to ensure appropriate oversight of enrolled students. Evaluate student progression through course material according to hours earned. Serve as a liaison between the Board and schools-- identifying and escalating issues of concern and/or trends to the Board as appropriate. In an office administrative capacity, assisted with day-to-day operations such as examination room equipment maintenance and inventory, provided first level IT support to office staff, processed barbershop and barber license renewals. Reviewed applications for out of state barbers seeking licensure in NC and advised them on their individual qualifying requirements. Reconciled financial accounting of civil penalties collected on a monthly basis. Redesigned several administrative forms to improve their usefulness and to incorporate NC Board of Barber Examiners branding. Designed the current State Board sanitation grade poster and the current logo for apprentice licenses.

NC DEPARTMENT OF ADMINISTRATION, State Parking Operations, Raleigh, NC 2006-2010

Processing Assistant III

Functioned as a parking attendant within the State Parking Operation comprising 20 parking lots located in the downtown Raleigh State Government complex. Open and closed lots, handled cash transactions, assisted visitors and employees, audited parking spaces, provided

security checks, trained new employees, and handled daily bank transactions.

PROFESSIONAL BARBER/OWNER (full and part time), Raleigh, NC 1994-Present

Provide professional barbering services to a diverse clientele including but not limited to haircuts, razor shaves, and hair color services in both high volume and boutique style barbershops/salons. As shop owner, maintain all required licenses and oversee all business and fiscal operations of the business establishment.

PROFESSIONAL LICENSES

Registration: Barber Instructor, State of North Carolina, No. 877 (2008)

Registration: Barbershop, State of North Carolina, (2000)

Registration: Barber, State of North Carolina, No. 6570 (1994)

CERTIFICATIONS

Become a Documentary Filmmaker, LinkedIn Learning (2021)

VLC Professional Development Center, "Certified Online Instructor, Levels 1, 2, and 3", North Carolina Community College System (2020)

Business Administration: Business Core Certificate, Wake Technical Community College, (2020)

Excellence in Teaching Award, Wake Technical Community College (2019)

American Crew "Master of Grooming", (2019)

Miladys Master Educator (2018)

Unarmed Guard, North Carolina State Private Protective Services (2003)

Certified Massage Therapist, Medical Arts Massage College, Raleigh, NC (2001)

Certified Nail Technician, Troutman School of Manicuring, Raleigh, NC (2000)

RELEVANT TRAINING PROGRAMS & SEMINARS COMPLETED

National Association of Barber Boards of America (2018 & 2022)

Pivot Point International (2018 & 2022)

NC Career and Technical Education Summer Conference (2015)

The 21st Century Student by Rodrick Samuels (2014)

OSHA Bloodborne Pathogen Standards Training Program, North Carolina State University (2009)

Haircutting Techniques presented by American Crew (2009)

Barber Boot Camp sponsored by Salon Sense Magazine (Bronner Brothers 2008 Hair Show)

Andis Clipper Cutting Course with Ivan-Zoot (2008)

EDUCATION

Wake Technical Community College, Raleigh, NC

AAS in Business Administration

2007 - Ongoing (part-time)

Medical Arts Massage School, Raleigh, NC 2000

Troutman's School of Manicuring, Raleigh, NC 1999

Harris Barber College, Raleigh, NC

Certificate 1994

Sanderson High School, Raleigh, NC

Diploma 1993

WORKSHOPS CONDUCTED

"Professional Image For Job Interviews"

August 2010, Step Up Ministries, Raleigh, NC

"At Home Haircutting Tips For Fathers"

April 2011, Not Just Another Community Center, Benson, NC

Wake Tech Community College, "Barbering Career Information Session", (2013-Present)

North Carolina Career and Technical Education Conference, (2015)

YM4C, Young Men 4 Christ Mentor, *"Self-Care and Entrepreneurship"*, (2019)

North Carolina Community Colleges Cosmetology Association "Professional 14-Step Razor Shave", (2020)

Major League Barber (MLB), Barber & Beauty Tradeshow- "How-To, Business Man Taper Haircut", (2022)

Committees and Organizations

Wake Tech Community College, Faculty and Staff Advisory Committee, (2019-2021)

Wake Tech Community College, School of Barbering Advisory Board, (2013-Present)

Wake Tech Community College, Cosmetology & Natural Hair Advisory Board, (2013-Present)

SCORE Mentor, Raleigh Chapter, (9/2022-Present)

K & B Barber School Advisory Board, (2022-2024)

Wake Tech Community College, Faculty Rank Committee, (2022-Present)

NC BOARD OF BARBER EXAMINERS, Board Member (2023-Present)

National Association of Barber Boards of America Delegate (2024-Present)

Profile

Which Boards would you like to apply for?

Capital Area Workforce Development Board: Submitted

Please select your first Board preference: *

☒ Open Space and Parks Advisory Committee

Please select your second Board preference: *

☒ Raleigh-Durham Airport Authority

Please select your third Board preference: *

☒ Alcoholic Beverage Control Board

Please select your fourth Board preference: *

☒ Capital Area Workforce Development Board

Please select your fifth Board preference: *

☒ None Selected

Please select your sixth Board preference: *

☒ None Selected

Kandace

First Name

Roe

Middle Initial

Last Name

4268 Saubbranch Hill Street

Street Address

Suite or Apt

Raleigh

City

NC

State

27616

Postal Code

What district do you live in?

None Selected

Mobile: (704) 785-1303

Primary Phone

Mobile: (704) 785-1303

Alternate Phone

kandaceithomas@gmail.com

Email Address

INE

Employer

Head of People Operations

Job Title

If you live in an Extraterritorial Jurisdiction Area, select Yes:

☐ Yes ☒ No

In order to assure countywide representation, please indicate your place of residence:

☒ Raleigh

Interests & Experiences

Why are you interested in serving on a Board or Commission?

I am interested in serving on a Board because I care about the city of Raleigh. Change is a constant in Raleigh. I am a North Carolina native and attended undergraduate at UNC. I work in Human Resources in Wake County and see many challenges that our area faces including recruiting top talent. By serving on a Board or Commission, I would love to be involved in the decisions and aid those who make them. I have worked a variety of fields including healthcare to technology and have learned so much about Wake County along the way.

Work Experience

Head of People Operations at INE Human Resources Director at Holly Hill Hospital Human Resources Director at Carolina Center for ABA and Autism Treatment

Volunteer Experience

I am a volunteer with Second Chance Pets in Cary, NC.

Education

Bachelors in Psychology from the University of North Carolina at Chapel Hill Master's in Industrial Organizational Psychology at George Mason University

Comments

I have loved serving on OSAPAC and would like to continue serving.

[Kandace_Roe_Resume_020723.pdf](#)

Upload a Resume

If you have another document you would like to attach to your application, you may upload it below:

Please upload a file

Demographics

Date of Birth

Gender *

☒ Female

Ethnicity *

☒ Caucasian

Other

How did you become aware of Wake County volunteer opportunities?

☒ County Website

If you selected "Other" above, how?

Please upload a file

ETHICS GUIDELINES FOR COUNTY ADVISORY BOARDS AND COMMISSIONS

By submitting this electronic application, if appointed, I pledge by my signature below that I have read and will comply with the ethics guidelines for advisory boards and commissions as adopted by the Wake County Board of Commissioners, found [here](#).

KANDACE ROE, SHRM-SCP, SPHR

Raleigh, NC 27616 | (704) 785-1303 | kandaceithomas@gmail.com | www.linkedin.com/in/kandaceroe/

DIRECTOR, HUMAN RESOURCES



Talent-focused and resourceful professional with a growth mindset and 10+ years of experience developing robust HR strategies, introducing new recruitment approaches, and overseeing change management operations to meet desired outcomes. Well-versed in planning, executing, and reviewing employee relations and HR policies, programs, and practices. Excel in managing organizational development, performance optimization, and recruitment/retention of employees. Skilled in leading the employment/onboarding of new staff and mitigating risks regarding worker compensation and general liability to boost the morale of the employees.

- Conceptualized and established a job-specific performance management system, including a total compensation sheet to demonstrate total company investment, increasing compliance to 100%.
- Led coaching and mentoring sessions for enhancing the knowledge and abilities of up to 5 staff members.

Core Competencies

- Process Redesign/Change Management
- Staff Recruitment & Retention
- Team Building & Leadership
- Competency Models Development
- Succession Planning & Execution
- Regulatory/Federal Compliance
- People Operations Administration
- Continuous Improvement Culture
- Conflict Management

Professional Experience

2022 to Present • INE, LLC • Cary, NC

HEAD OF PEOPLE OPERATIONS

- Optimize employee experience by establishing a positive and encouraging working environment, increasing ratings by 174%
- Lead all aspects of onboarding and HR tasks, such as recruitment, training, and development of 89 US based employees.
- Plan and initiate performance management and appraisal system with career growth ladders, boosting staff morale for all staff internationally and domestic.
- Coordinate with 4 international country partners for ensuring compliance with all federal, state, and local legislations.
- Conceptualize, design, and implement advanced change management strategies and procedures to meet desired HR goals, including leading HR through multiple C-suite changes.

2021 to 2022 • HOLLY HILL PSYCHIATRIC HOSPITAL – A UHS FACILITY • Raleigh, NC

DIRECTOR OF HUMAN RESOURCES

- Ensured the safety of over 450 staff members by championing COVID employee policy in the largest psychiatric hospital in North Carolina, including mandatory vaccination policies
- Devised and executed active recruiting plan to fill over 30 positions while designing standardized interview questions
- Minimized audit time, streamlined the process, and improved compliance tasks by digitizing employee records and HR documents.
- Restructured the entire onboarding process for all employees while developing a compliant handbook with policies.

2020 to 2021 • CAROLINA CENTER FOR ABA & AUTISM SERVICES • RTP, NC

DIRECTOR OF PEOPLE (HUMAN RESOURCES)

- Oversaw COVID response for all clinic locations, including procuring the vaccine for more than 200 employees, managing contact tracing, and approving FFCRA leave and policies as per set regulations.
- Managed and ensured 100% compliance, such as OSHA, Unemployment paperwork (hearings for appealed cases), ACA compliance, and adhering to insurance carriers that reimburse for organizational services.
- Maximized employee experience through fulfillment of all HRIS recruitment needs by directing and completing the execution of an updated HRIS system that facilitated in the growth of overtime and a new applicant tracking system.
- Led HR functions from 3 clinic locations to 6 clinic locations across North Carolina.
- Improved NPS scores by 20% through engagement programs, such as Anniversary rewards and new branded items for the staff.

2019 to 2020 • CAROLINA CENTER FOR ABA & AUTISM SERVICES • Cary, NC

HUMAN RESOURCES MANAGER

- Streamlined HR operations through the development and implementation of a new professional development system based on employee feedback and initiated a Key Performance Indicators (KPI) review.
- Enhanced employee satisfaction by redesigning the onboarding process for clinicians and instituting exit interviews.
- Monitored and evaluated rapid changes and communicated with all employees, including All Staff Meetings.

Education

Master of Arts (MA), Industrial Organizational Psychology – GEORGE MASON UNIVERSITY

Bachelor of Arts (BA), Psychology, Minor: Women's & Gender Studies – UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL

Certifications

SPHR – HRCI (2022) | SHRM – SCP – SOCIETY FOR HUMAN RESOURCES (SHRM) (2021)