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**VITAE**

# Education:

# Masters in Liberal Studies, University of Toledo, Toledo, OH - May 11, 2002

***Certificate in Executive Management, University of Notre Dame, South Bend, IN --November 20, 1996***

***Bachelor of Science in Business Administration, Jones Business College, Jacksonville, FL - June 1976***

**Certifications:**

* **Florida Supreme** **Court** **Certified County, Circuit and Appellant Mediator**, License Number: **20097 CRA expires** August 24, 2018 (renewal in process).
* FINRA Certified Arbitrator and Mediator. License **# A32285 (current).**
* Certified Arbitrator & Mediator, **Better Business Bureau**, August 2006, License # **30343**, (current).
* **Mediator State of Florida, Financial Services, Division of Consumer Services,**
* Approved Florida Supreme Court Arbitrator, pursuant to Florida Rules 11.020, November 18, 2008, (current).
* Employment Mediator, Capital University Law School, November 04, 1999, (current)
* Employment Learning Innovations, Certificate to Train the Trainer, 1999, (current).
* Certified Train the Trainer, Workplace Conflicts, MTI International, 2010, (expired).
* Certified; Professional in Human Resources, January 19, 2008, **License # 220061001556, (current).**
* Member, Florida Supreme Court Approved, Fourth Circuit Unlicensed Practice of Law Committee, April 12, 2012 to April 04, 2018, The Florida Bar (up for renewal),
* Mediator Jacksonville Human Rights Commission (volunteer)

**WORK SUMMARY:**

Human Resource Professional (PHR) with direct experience, over 40 years, from entry level to Senior Management (VP, Strategic) level. State of Art, professional work experience is with the Federal Government, Heath, Hotel and *Fortune 150 Manufacturing Industries*

**ACCOMPLISHMENTS**

* **Launched internal mediation program for salaried employees by facilitating a dispute between two senior Department Heads (1998 - 100+ mediations).**
* **\*\*Six weeks mediating a 10 year old Dispute between the City of Toledo Law Department, Community Advocacy Groups and the Members, Board of Realty (60+ people attended the mediation). This 10 year old dispute was trying to reconcile the wording of a pending City Ordinance regarding Slumlords who owned or operated Multifamily Rental Units within Toledo Proper. The Ordinance was ratified in Seven Weeks**
* **Authored and Created supervisory training video** on workplace harassment for supervisors and managers published by WTOL TV-11, Toledo. OH, titled***“What is Wrong?”*** (**Trained over 5000 Managers & Supervisors).**
* Qualified, Corporate, Employment Investigator (Over 1800 investigations (**All types of Civil rights)**;\* Harassment vs. Safety; and Work Place Violence (**Inclusive of Shootings and a Murder-Suicide).**
* HR Director, Chief Labor Negotiator, Federal Government **(Negotiated 3 Contracts).**
* Arbitrated, and then later mediated a SHRM Jax. Board Members Dispute.
* Represented Owens-Illinois, Inc., a corporate sponsor, with the University of Toledo’s EXCEL’S PEACE Scholarship program (Partnership for Educational Awareness and Cultural Exchange). Travels included Jamaica; Beijing, China; Ghana, West Africa; Kenya; Tanzania; Botswana; Lesotho; Swaziland and South Africa inclusive of Johannesburg, Pretoria, Cape Town and Durban (Attended International Conference on Racism in 2001)
* **Recipient of the *2003 PENN Humanitarian Award,* Greater Toledo Urban League.**
* **Recipient of Mayoral Proclamation from City of Toledo, OH, 2002.**
* U.S. EQUAL EMPLOYMENT OPPORTUNITY COMMISSION, 2001 — 2004

**(Pro-Bono) Mediator –** Cleveland District Area Office

**Public Speaking:**

Panel Member, Capital University Law School Seminar on Alternative Dispute Resolutions Systems (ADR)

Master of Ceremony, Toledo EXCEL

*Keeping it in the Park*, McGuire Law Firm, Pittsburgh, PA

Cleveland, OH, EEOC District Office, ADR

Indianapolis, IN, EEOC District Office, ADR

Zanesville, OH, NAACP, Annual Dinner Guest Speaker

Lourdes College, Workplace Harassment

Host, Fifty Men and Women, Annual Scholarship Program, Toledo, OH