

ANN BEECHAM, SHRM - CP

HUMAN RESOURCES DIRECTOR/CONSULTANT



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**Process Improvement | Performance Management | Recruitment
Organizational Design | Succession Planning | Strategy | Diversity & Inclusion
Staff Development | Facilitation | Growth Strategies | Operations
Regulation Compliance | Relationship Management | Systematic Decision Making**

Demonstrated success leading teams, building rapport and spearheading process improvement and organizational strategy. Proven record of accomplishment cultivating strong employee relationships and cohesive teams, delivering results, and developing and driving operational policies. Skilled in effectively delivering curriculum for adult learners and facilitating coursework within higher-learning settings. Routinely deliver results while ensuring compliance with regulatory agencies and organizational objectives.

Successfully built human resources department aligned with organizational goals and objectives. Skilled in developing and applying short and long-term human capital plans necessary to improve employee relations, increase talent acquisition, performance management and professional development. Able to effectively incorporate strategic succession and development planning to warrant cost effective compensation and benefits.

- **Creating & implementing effective operational strategies**
- **Enhancing employee engagement, excellence and retention**
- **Translating HR agenda into organizationally supported initiatives**
- **Applying and maximizing innovative human capital plans**
- **Driving employee performance, capacity and morale**

Education: Doctor of Philosophy, HR/Organizational Psychology, *Capella University*. Master of Business Administration, Human Capital Management, *Capella University*.

Other training and special skills include: Program Enhancement, Motivational Culture Building, Effective Communication, Flexibility, Innovation, Service Delivery, Coaching, Team Leader, Collaboration, Deadline Driven, Action Oriented, Adaptable, Dependable, Complex Analysis, Compliance, Organizational Growth, SHRM - CP Professional Certificate, DiSC Certified Trainer/Facilitator, GROW Coaching for Success, Certified Training - Back of the Room Trainer, Lean Six Sigma

Work History

Adjunct Instructor

Valencia College of Continued Education
December 2018 - Present

Opportunities for personal growth and development abound.

Develop instructional plan and syllabus in accordance to departmental and organizational standards. Assess student progress and understanding through assignment grading, testing and lectures. Remain up-to-date and knowledgeable of current HR climate and standards to ensure accuracy of lesson development and course delivery.

- **Educate adult learners in post-secondary setting.** Expertly facilitate HR and business-related coursework. Classes include: Coaching for Success, Captivating Any Audience, How to Have Critical Conversations, Project Management 101, HR for Supervisors, DiSC Facilitation, Business Writing & Advanced Business Writing.

Human Resources/Business Consultant

June 2017 - Present

Expertly identify areas of change to drive organizational impact and success.

Directed strategic planning by accurately identifying core organizational and departmental processes, needs and values. Developed, facilitated and coordinated assessment delivery & professional development plans required to address identified performance gaps. Categorized pertinent position competencies, skills and education required to meet and exceed core process objectives. Conducted job analyses: identified position redundancies, updated position descriptions, evaluated performance expectations. Assessed benefit packages to ensure cost effectiveness and increased employee interest. Appraised compensation packages and systems to reflect real-time market wage data based on current market standards.

- **Increased proficiency, engagement and productivity.** Evaluated HR and Operations roles to warrant departmental and organizational efficiency and effectiveness. Provided process improvement recommendations and policy updates to ensure values, mission and vision were met. Aligned performance management systems to organizational objectives and competencies necessary to achieve overall employee expectations and inform measurable and obtainable goal setting.
- **Boosted employee prospects and streamlined processes.** Developed succession planning: reviewed and assessed internal workforce, external talent, level of critical need, and new hire lead time. Based recommendations and planning off data collected. Incorporated professional development planning necessary to identify and support internal leaders and talent.

Chief Administrative/Talent Officer

CareerSource Central Florida

May 2014 - August 2018

Workforce Development Operations in five counties.

Developed and implemented strategies directly aligned with organizational objectives necessary to drive recruitment outcomes and enhance professional development opportunities. Provided leadership guidance and directly supervised 7 employees. Enhanced organizational design, performance management, compensation and benefit packages. Increased staff engagement and morale and established of a cohesive workplace culture rooted in trust by offering career advancement opportunities and pathway guidance.

- **National recognition for employee engagement, benefits and wellness programs.** Designed compensation system based on market data and best practices to provide opportunity for growth without promotion to management. Restructured organization to ensure competitive salary packages through the creation of systems, policies and initiatives that aligned with leadership messaging. Improved employee morale and obtainable leadership pathways.

- **Spearheaded Emerging Leaders & Employee Engagement initiatives.** Observed gaps in previous leadership structure and built upon weaknesses to enhance employee strengths. Cultivated internal talent and increased leadership opportunities for employees seeking growth and development within role and organization.
- **Facilitated 7% decrease in premium cost.** Educated staff on cost effective consumer-driven health care and wellness initiatives. Maintained high level of care while effectively keeping costs to business & employees low for three years. Increased retirement plan assets by 33% with 40% participation growth.

Director of Human Resources

Early Learning Coalition of Brevard County
November 2007 - May 2014

Premier workforce solution to both business and career seekers.

Directed executive-level leaders through organizational restructuring to help shape a flexible and cost-efficient labor force. Evaluated human capital including employee management, talent relations, compensation and leadership development and advancement. Determined appropriate solutions to maximize and drive employee engagement. Implemented policies & strategies in coordination with HR objectives. Enhanced organizational design to support integrated services among organization. Created advancement opportunities for staff professional development.

- **Spearheaded HR development for rapid organizational expansion.** Company discontinued contract with another service provider, increasing staffing needs drastically. 50 open positions needed to be filled within a six-week timeframe. Helped grow organization and onboard 100 employees managing subsidized childcare and voluntary pre-kindergarten for over 4000 children per month.
- **Established performance management system correlated expectations and processes.** Due to rapid growth, employee position descriptions and performance management system did not accurately capture staff responsibilities. Identified measurements for success with the processes set in place in relation to skills, knowledge, abilities, and behavioral and intellectual competencies necessary to effectively perform duties. Established SOP's, comprehensive job descriptions, and performance reviews with relevant expectations and goals based off data collected.

Finance/Office Manager

Early Learning Coalition of Brevard County
September 2005 - November 2007

Subsidized childcare & quality services for 10,000 families monthly.

Created and applied administrative policies, processes and documentation. Generated communication plan for Board of Directors & Committees necessary to drive organizational goals and objectives. Formed efficient workflow processes to maximize labor costs and decrease work time. Developed invoicing system, records retention and contractor communication process. Managed and oversaw financial department operation and responsibilities including financial reporting and budget management. Led audits and oversight.

- **Increased accounting system efficiency with no reported errors.** Allocating end-of-month expenses required up to 20 hours of labor, with a series of reporting inaccuracies. Developed a new chart of accounts that aligned with OMB publication. Created Allocation Plan and collaborated with new system's implementation team to

ensure accurate reporting for Board of Directors, State and auditors. Decreased amount of time to allocate accounting to 30 minutes a month with zero errors reported.

Earlier: VP/Business Director | Firm Foundation Construction

Keywords

Strategic Direction | Benefit Programs | Strategic Planning | Financial Auditing | FMLA
Policy & Procedure | Records Retention | Employee Engagement | Hiring | Payroll | A/P
Budget Management | Leadership | Mentoring | Management | Organizational Design
Systems | A/R | Employee Retention | Business Acumen | Outcome Reports | Development
Problem Solving | EEOC Assessments | Compensation Systems | Onboarding | ACA | ADA