

SAMPLE CLIENT, SHRM-SCP

Austin, TX • 641-351-9492 • mary@resumeassassin.com • www.linkedin.com/in/mary-southern

DIRECTOR, TALENT MANAGEMENT & ORGANIZATION DEVELOPMENT

TALENT ECOSYSTEM INTEGRATION > PROGRAM DEVELOPMENT > EMPLOYEE ENGAGEMENT > BELONGING

INNOVATIVE, ANALYTICAL LEADER with a track record of success managing and executing an HR talent strategy, accelerating organizational effectiveness, and serving as expert on people and organizational issues. Impactful visionary with experience building and integrating a talent and culture framework, and enabling a culture of diversity, equity, and inclusion (DEI). Drive continuous improvement by building innovative people programs, tools, and processes.

Core Strengths & Value Impact

Talent Strategies & Management • Program & Project Management • Performance Management • OKRs
Change Management • Learning & People Development • Process Improvement • Diversity, Equity & Inclusion
Organization Design & Development • Data Analysis • Coaching & Training • Cross-Functional Collaboration

PROFESSIONAL EXPERIENCE

COMPANY NAME | Austin, TX

2020-2022

Director, Talent Management & Organization Development

Guided the strategic vision to define operational and HR policies, processes, and programs. Inspired an employee-centric mindset by leveraging data analytics to advance HR initiatives, performance management, talent development, engagement, retention, and satisfaction.

Transformed the people organization into a strategic business partner while establishing the first people philosophy and building a diverse, inclusive, and engaging culture.

- **Created a culture of continuous learning, engagement, and belonging** by developing and implementing a global, research-driven performance management program.
- **Advanced long-term and data-driven business planning** by spearheading a one-year pilot of OKR methodology, owning planning, implementation, and change management.
- **Drove transformational change** by implementing a scalable, market-driven enterprise talent development framework.
- **Continuously improved hiring and leadership development practices** by establishing a leadership competency model to optimize the talent management framework.
- **Directed annual employee engagement survey, analyzing data and delivering actionable insights** to the executive team to inform future decision making.

COMPANY NAME | Austin, TX

1999-2020

Senior Manager, Human Resources & Organization Development (2018-2020)

Defined talent management and leadership development strategies to support key business initiatives, build performance management processes, and drive a diverse and inclusive culture. Leveraged strong cross-functional relationships to drive implementation plans.

Designed cutting-edge performance management and leadership development programs aligned to company culture and values.

- **Empowered and enabled a culture of belonging** by creating a measurement framework for infusing DEI across all layers of the organization.
- **Continually improved global programs, systems, and support** by developing metrics, tracking, and analysis initiatives. Created and introduced a global employee listening strategy and influenced leaders to drive positive change.
- **Redesigned and launched people management training program**; oversaw train-the-trainer process for six trainers.

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Organizational Development Specialist (2017-2018)

Created and deployed enterprise performance management, career development, and succession planning frameworks. Owned leadership and business readiness assessment for talent mapping and talent review processes.

- **Provided thought leadership** to launch a new performance management framework to 1.6K+ staff across 21 countries.
- **Enhanced talent management and leadership development initiatives;** established the first people philosophy.

Program Leader, Organizational Development & Learning (2011-2017)

Served as trusted advisor to a C-Suite leader in executing a department-wide organization design and restructure.

- **Built an inclusive global talent marketplace** to support workforce planning, talent reviews, and succession planning; developed and launched a cloud-based, employee-reported talent profiles using Tableau to derive data-driven insights.
- **Drove enterprise-wide adoption of project management methodologies** through global tools and training.
- **Researched and implemented Situational Leadership Experience training;** directed a team of five trainers to facilitate training to 250+ global staff within 2 years.
- **Improved leadership development organization-wide** by designing and delivering custom training programs.
- **Earned Vision Award: Operational Excellence (2x)** for innovative people operations leadership.

International Development Officer, Global Support (2006-2011)

Served as subject matter expert and executive consultant for organizational design, development, and training.

- **Designed and facilitated large and small group meetings for global leaders** across 17 countries in Africa, Asia, and Latin America including strategy development, team building, retreats, and conflict resolution.
- **Provided leadership coaching for global directors** in Vietnam, Thailand, and Cambodia.
- **Influenced change across offices in Africa** by establishing mentoring, coaching, and process improvement practices.
- **Managed grant program** to support new professionals seeking mentorship, travel, and on-the-job learning experiences.

Learning & Development Specialist (1999-2006)

Earned progressive promotions to develop and implement a global onboarding process. Provided organizational development consultation, organizational design, and change management.

- **Improved leadership and professional development** through training curriculum design and delivery.
- **Designed and facilitated large and small group meetings** for strategy development, team building, retreats, and conflict resolution.

EDUCATION & CREDENTIALS

Master of Arts in Organizational Development | SAMPLE UNIVERSITY

Bachelor of Arts in Human & International Geography | SAMPLE UNIVERSITY

SHRM Senior Certified Professional (SHRM-SCP)

Building a Talent Management Culture Course | SAMPLE PROGRAM

Accelerated Implementation Methodology (AIM) Certification and Trainer Accreditation (Change Management)

PMDPro1 – Project Management for Development Professionals

Situational Leadership II Experience Certified Trainer

Pulse Points® Profiles & Processes Certification | **Korn Ferry Leadership Architect™ Certification**