

## **BC Associates**

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### **PROFESSIONAL SUMMARY**

- Seasoned human resource professional and principal of BC Associates specializing in diversity, workplace issues and trauma in the workplace
- A Federal Career that spans over 30 years including experience in the private sector and the Washington, D.C./Northern Virginia community.
- Recognized expertise in various aspects of Human Resource Development and Equal Employment Opportunity (EEO).
- Strong background in leadership, management, and supervision.
- Excellent analytical, organizational, project management, communications, presentation, public speaking, teaching and employee development skills.
- Expertise in organizations in designing, developing, coordinating and implementing technical advisory programs and training that reaches out to all sectors of the organization.
- Extensive experience in coaching and counseling senior managers and employees through one-on-one dialogue and building bridges between diverse groups of people to achieve organizational/management goals.

### **MORE RECENTLY**

- Member of Governor's Initiative "Trauma Matters Delaware."
- Presented a Zoom Lecture entitled: "Finding Your Resilience: A Quality To Develop for Today and Tomorrow" to the (AAUW) American Association of University Women.
- Created and presented three workshops for the State of Delaware in the following offices: Department of Education, Department of Labor and the Department of Human Resources. A power-point presentation along with lecture and discussion on "Creating a Healing Workplace: Welcoming Back Traumatized Workers." Individuals interacted in an adult education format called 'Dialogue Circles.'
- Published in 2018 book entitled "*When Trauma Survivors Return To Work: Understanding Emotional Recovery*"
- Contributed to a chapter on Women's Health: An Integrated Approach to Wellness and Illness, edited by Marian C. Condon. Chapter 8: Relationships (2004)
- Contributed to a chapter in Techniques of Grief Counseling, edited by Robert Neimeyer (Routledge, (2012)
- Featured in *Wall Street Journal* in an article emphasizing career leadership development with diverse groups of employees.
- Interviewed on TV/Radio on Chilean Miners and Congresswoman Gaby Gifford tragedy in Tuscon, Arizona.
- Served on the Board of the "Home of The Brave Foundation," housing for homeless veterans. 2010-2017
- Served as the Salon Committee at the Rehoboth Art League in Rehoboth Beach, Delaware. 2013-2015

## **PROFESSIONAL EMPLOYMENT**

2004-Present Principal, BC Associates  
2001-2003 Acting Co-Director/EEO Officer  
1990-2001 EEO Specialist/Senior Consultant/Acting Director Office of Equal Employment Opportunity, DHHS.  
1987-1990 Management Analyst, Office of Information Resource Management, OIRM  
1982-1987 International Relations Specialist, International Coordinator for Visits/Assignments, Office of International Affairs, Department of Energy (DOE).  
1981-1982 Executive Assistant to the Assistant Secretary for International Affairs, Presidential Appointee.  
1980-1981 Branch Chief, Administrative and Management Support Branch, Office of International Affairs (DOE).  
1979-1980 Personnel Staffing Specialist, Div. of Personnel (DOE).  
1976-1979 Personnel Mgmt. Specialist, Energy Research and Development Administration (ERDA).  
1973/1974 HUD-Flood Disaster Project, Administrative Officer. Wilkes-Barre, Pennsylvania.

## **TEACHING & FACULTY POSITIONS**

1997/98 HHS Faculty: Supervisor in Context/Frontline Leadership for Managers  
1996 Faculty Member and Career Counselor: Mount Vernon College  
1996 Guest Lecturer, Southeastern University, Washington, DC  
1995 Guest Presenter, Clemson University, South Carolina  
1990 Guest Lecturer, Georgetown University  
1986-90 Adjunct Faculty: Northern Virginia Community College, Alexandria  
1984-94 Campus Instructor/Counselor: The Women's Center, Vienna, Virginia

## **EDUCATION**

Ph.D., Adult Learning and Human Resource Development, Virginia Polytechnic Institute and State University (Virginia Tech), Northern Virginia Center  
MA, Organizational Behavior/Management-Liberal Studies, Georgetown University, Washington, DC  
BA, Social Science/Urban Affairs, Wilkes University, Wilkes-Barre, PA.

## **TRAINING RECEIVED**

On-Going Training and Dialogue with members of "Trauma Matters Delaware"-Member of Workplace/Workforce Committee. Dialogue through Zoom meetings.  
Alternative Dispute Resolution (ADR) for Managers  
Managing Conflict and Tension in the Workplace  
Basic Mediation Skills  
Negotiate to Win and Pilot Program/ADR of informal complaints through mediation. Understanding and Responding to Violence in the Workplace and Diversity Training. EEO in Federal, State & Local Gov.& Ticking Bombs-Defusing Workplace Violence  
Implementing Alternative Dispute Resolution in the EEO Process  
Total Quality Management: Critical Issues on Planning, Measurement & Implementation Sexual Harassment Prevention Training Program

EEO: Its Place in the Federal Government  
EEO Counselor Training

### **INSTRUCTOR CERTIFICATES**

Zenger Miller Frontline Leadership  
Myers-Briggs Personality Profile  
Technologies for Creating  
Structural Consulting

### **Seminars and Workshops Presented**

*Dealing with Difficult People*

*Trauma in the Workplace*

*The Art of Encouragement*

*Trauma and Change in the Workplace*

*Creative Stress Management Self-Esteem and  
Your Image Impact  
Team Building*

*Bouncing Back: from Stress to  
Resilience*

*Women and Competition Self-Sabotage  
and Your Career*

*The Importance of Empowerment to Men and  
Women*

*Change and Its Impact on You and the  
Organization*

*Your Self-Image and Professional  
Development*

*Sexual Harassment Prevention in the  
Workplace*

*Human Relations in the Workplace*

*Re-entry, Career Change and Plateauing*

*How to Talk to Your Supervisor*

*Life is a Balancing Act*

*Resume Development*

*How to Deal with Workplace Conflict*

### **Publications and Conferences and Publications**

Dissertation Article published in *Death Studies Journal*, entitled "Using Study Circles in the Workplace as an Educational Method of Facilitating Readjustment after a Traumatic Life Experience." Volume 24, Issue 5, July/August, 2000.

Article published in *The Federal HR Edge, FPMI Communications, Inc.* entitled "What Can Managers Do To Help Traumatized Employees," May, 2000.

Article published in *The Forum Association for Death and Education and Counseling (ADEC)* entitled "Losing a Normal Support System: How Managers Can Show Care After a Traumatic Experience-Being Sensitive to Employee Needs." Volume 26, Issue 5, September/October, 2000.

Book Published: Rowman & Littlefield (2018) *When Trauma Survivors Return To Work—Understanding Emotional Recovery:*

### **Conferences**

Dissertation Paper presented at the Academy of Human Resource Development Conference, Washington, DC, March, 1999.

- Practice report presented at Association for Death Education and Counseling Conference (ADEC), Title: *Educating Managers About Recovery From Trauma*, San Antonio, Texas, March, 1999.
- Seminar presenter at Public HR Management Conference, Title: *Working Together to Overcome Traumatic Experiences*, Washington, DC, March, 2000.
- Seminar Presenter at the Department of Health and Human Services (HHS) Office of Inspector General Senior Staff Conference, Title: *Managing From The Heart*, Hershey, Pennsylvania, September, 2000.
- Speaker/Presenter at the 19th International Conference on Death and Bereavement, King's College Center for Education about Death and Bereavement, London, Ontario, Canada, May 12-16, 2001. Title: *Men and Women Readjusting in the Workplace After the Death of a Loved One*.
- Guest Speaker/Presenter at the Pikes Peak Hospice and Palliative Care, Colorado Springs, Colorado. Presentation to Community Leaders on *Trauma in the Workplace* and trained Community Human Resource Personnel on *Trauma Recovery in the Workplace: A Study Circle for Managers and Co-workers*- October 29, 2001.
- Speaker/Presenter at the Manager's Edge Symposium, sponsored by FPML Communications, Inc., in Atlanta, Georgia, February 20-22, 2002, Title: *A Manager's Role in Workplace Trauma*.
- Speaker/Presenter ADEC 28'h Annual Conference, Grief & Loss: Wisdom and Insight, March 29-April 2, 2006-Tampa, Florida. Topic: *The Grieving Employee Returning To Work*. (Half-Day Workshop).
- Speaker/Presenter-Univ. Wisconsin/La Crosse, June 4-7/06. International Death, Grief & Bereavement Conf. (Hospice) Topic: *Grieving People Returning To Work*.
- Speaker/Presenter-Association for Death Education and Counseling (ADEC) Conference--April 12-15. 2007 Indianapolis, Indiana. Topic: Trauma in the Family/Returning to Work: Helping Employees Cope
- Speaker/Presenter-Association for Death Education & Counseling (ADEC) Annual Conference-March 27-31, 2012-Atlanta, Georgia Topic: Creating a Healing Workplace After the Death in a Family
- Moderator/Speaker —Association for Death Education & Counseling (ADEC) Conference-April 21/27, Hollywood, California, Topic: Reaching Out to our Veterans and Families: How can we Help?
- Speaker/Presenter -- Jungian Society of Washington, DC  
"Recovering From a Trauma: Resilience of Spirit, June, 2016.
- Speaker/Presenter. St. Peter's Episcopal Church, Lewes, Delaware.  
"Recovering From a Trauma: Resilience of Spirit, July, 2016.
- Speaker/Presenter - American Association of University Women (AAUW), Zoom Lecture, Finding Your Resilience: A Quality to Develop for Today and Tomorrow - 11-19-2020