

# WANDA M. STALLWORTH

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## HUMAN RESOURCES EXPERIENCE

Staff Recruitment & Retention	Performance Management/Succession Planning	Employee Relations
Orientation and Onboarding	HR Policies and Procedures	Project Management
Benefits Administration	Organizational Training and Development	Leadership Coaching
Employment Law	FMLA/ADA/EEO	HRIS Technologies

## Professional Experience

### THE LEADERSHIP GROUP LLC 2017 - PRESENT

*The Leadership Group is a team of experienced business executives who have a passion for leadership development. We take pride in bringing our expertise and team approach to provide customized client-focused consulting services.*

#### Senior Consultant

Provide results-oriented solutions of both nonprofit and for-profit organizations, that build the capability and success of leaders, teams, and individuals. Expert consultation focuses in the areas of leadership and organizational development, including the following:

- Leadership Assessment
- Executive Coaching
- New Leader Assimilation
- Human Resources Management
- Strategic Planning
- Developing Effective Teams

### WANNIE STYLE HANDBAGS & ACCESSORIES 2010 - PRESENT

*Premier provider of quality handbags and accessories*

#### Owner/Consultant, 2010 to Present

Owner/Consultant for Wannie Style Handbags & Accessories. Responsibilities included day-to-day operations management of Internet shopping sites, Expos, Conventions and Home Shows. Responsibilities included location selection, interior design inventory procurement, business development and customer engagement and retention. Ensured revenue generation and financial success of each site location exceeding established goals and customer expectations. Formally located in Michigan retail shopping malls/centers, including Flint, Lansing, Muskegon and Grand Rapids.

### **Key Responsibilities**

- ◆ Development of marketing strategies and promotional campaigns
- ◆ Inventory Control/ Procurement
- ◆ Financial Record Keeping and Reporting
- ◆ Website and Social Media development
- ◆ Policies and procedures development and implementation
- ◆ Staffing/ new hire employee on-boarding
- ◆ Revenue generation/ exceeding established sales goals

### **CORINTHIAN COLLEGES, INC. – SANTA ANA, CA 2006 – 2011**

*Former network of Career Training Schools with 120 campuses across the US and Canada under the Everest, Heald and Wyo-Tech Brands.*

#### **Regional HR Business Partner**

In partnership with Regional Vice Presidents of Operations and Admissions, College Presidents, and Directors provided guidance on HR policies, practices and initiatives, within assigned region. Acted as a partner to the field by embedding corporate HR strategy and providing professional HR guidance and support to relevant campus and regional management with the objective of adding value to the business. Provided regional HR support of Everest Campuses and Wyo-Tech campus across multiple states.

### **Key Responsibilities**

- ◆ Contributed to the business strategy by helping business leaders to identify, prioritize, and build organizational capabilities, behaviors, structures and processes.
- ◆ Supported senior management in forecasting and planning their talent pipeline requirements in line with the function/business strategy. Assisted College Presidents in providing employees with development opportunities and ensured that they were able to meet current and future performance standards. Implemented appropriate leadership and non-management training and managed its delivery.
- ◆ Assessed and counseled senior management and College Presidents on overall performance management; recruitment; promotions; job descriptions and skills coaching.
- ◆ Coached regional and campus management on employee relations including all aspects of terminations up to and including legal issues.
- ◆ Conducted and coordinated all investigations in support of corporate ethics and values in collaboration with corporate HR and/or in-house counsel.
- ◆ Ensured that a strong leadership and coaching culture permeated the organization.
- ◆ Developed and promoted feedback mechanism for employees to influence the continuous improvement of HR services and processes.

### **JP MORGAN CHASE BANK - 1976 - 2006**

*Premier Financial Services Company*

**HR Specialist**, 1997 to 1998

**Senior HR Consultant/ Business Partner**, 2001 to 2006

**HR Consultant/Business Partner**, 1998 to 2001

Fulfilled to perform a broad range of HR functions, including recruiting and training employees, administering benefits, overseeing disciplinary action and managing HR records. Coordinated annual performance management processes, coordinated job fairs and corporate wellness programs and performed exit interviews.

***Key Responsibilities:***

- ◆ Provided HR support for 42 Retail Banking Centers and 250-employee Call Center within major metropolitan market (Detroit and surrounding communities)
- ◆ Conducted and coordinated all investigations and third-party claims within assigned regions. Compiled annual Affirmative Action Plans for assigned markets.
- ◆ Devised creative and cost-effective mentoring program that increased employee satisfaction and productivity.
- ◆ Coordinated new-hire orientation/on-boarding program to include HR information and company resources.
- ◆ Experienced dealing effectively with each level of management; established relationships as trusted advisor with clients at senior management level; served as valued resource and coach to management and staff of assigned markets.

**EDUCATION**

**CONCORDIA UNIVERSITY – ANN ARBOR, MI**

BA, Human Resources Administration

**MANAGEMENT RESEARCH GROUP (MRG)**

Certification in Leadership Effectiveness Analysis (LEA) Suite - Strategic Leadership Development (SLD).

**Graduate Studies:**

- ◆ Concordia University – MA Human Resources

References available upon request