

***Robert R. Shefchik***



**Summary of Qualifications**

Experienced executive in university and large governmental settings. Organizational experience with up to 2,200 employees and annual budgets in excess of \$190,000,000. Demonstrated ability and experience in organizational management, budget preparation,, collective bargaining, financial analysis, and fiscal management. Direct supervision and management of the following functional areas: procurement, payroll, human resources, finance, facilities and construction, recreation, emergency operations and fire services, food services, risk management, computer services, budget, copy/printing service, and transportation.

**Experience**

**RRS Services, LLC**

**2013 - 2018**

Fairbanks, Alaska

Sole member and principal for firm providing consulting services on small and large projects requiring finance, administrative, or organizational support.

**Interior Gas Utility**

**2012 - 2015**

**Board Member and Board Chair**

Board member and Board chair during start-up of the Interior Gas Utility. Start-up required a mix of Board functions and administrative/volunteer organizational functions. Duties included creation of budgets, policies, and procedures; solicitation of funding support; and reporting to state and local legislative bodies

**University of Alaska Fairbanks**

**2009-2013**

Fairbanks Alaska

**Executive Officer**

Assist Chancellor with day-to-day management of University of Alaska Fairbanks operations. Serve as strategic advisor to the Chancellor and Chancellor's Cabinet in program, budget, and planning actions. Manage projects and programs as assigned within the University system. Examples include managing research enterprise during vacancy for Vice Chancellor for Research, leading combined heat and power plant replacement team, and organizing and managing UAF Executive Leadership Workshop management activities. Delegated signature and decision authority for the Chancellor in his absence.

**Fairbanks North Star Borough**

**2005 - 2009**

Fairbanks Alaska

**Chief of Staff**

Chief of Staff for the Fairbanks North Star Borough administration. Top executive officer, reporting to the Borough Mayor, responsible for day-to-day management of borough operations. Acts as direct supervisor of the directors of the Assessing,

Community Planning, General and Computer Services, Emergency Operations, Financial Services, Human Resources, Transportation, Air Quality, Library, Parks and Recreation, and Public Works departments. Delegated full signatory authority by the Mayor for all operations of the borough. Participated as a member of collective bargaining team for the FNSB in bargaining with APEA and Local 71. Served as acting Mayor in the absence of the Borough Mayor. Provides management direction and organizational leadership to all aspects of borough operations. Facilitates FNSB Assembly consideration of administrative proposed ordinances and resolutions. Serves as strategic advisor to the Borough Mayor on major program initiatives.

**Geophysical Institute, University of Alaska Fairbanks      1999 – 2005**

Fairbanks Alaska

**Assistant Director, Finance**

Finance Officer and Assistant Director of university research institute. Responsible for fiscal operations, budget control, and compliance for grants and contracts ranging in value from \$ 8,000 to \$32,000,000. Supervision and coordination of all financial support services to the Geophysical Institute. Direction and planning of conversion of financial software system from existing system to UA Banner financial package. Served, concurrent to Assistant Director of GI, two separate six-month terms as interim Associate Director of the Alaska Satellite Facility.

**FNSB School District**

**1994 - 1999**

Fairbanks Alaska

**Assistant Superintendent for Business and Finance**

Chief Financial Officer and direct supervisor of district budgeting, accounting, financial data management, financial planning, procurement, food service, risk and purchasing functions. Managed and directed non-educational activities of Fairbanks public school system. This includes working directly with the Superintendent and Board of Education on preparation and implementation of organizational and budgetary goals. Participated as a member of the collective bargaining team for the FNSBSD in bargaining with FEA, ESSA, and FPA. Monitored financial activities of individual schools and programs, providing reports to schools, departments, the superintendent, and the Board of Education. Reviewed grant proposal budgets and authorizes grant matching obligations.

Acted as liaison with Alaska State Legislature, Borough Assembly, and Alaska Department of Education on matters relating to the operation of the Fairbanks North Star Borough School District. Review and analysis of school foundation formula cost proposals.

**FNSB School District**

**1980 - 1994**

Fairbanks Alaska

**Director of Business Services – Transportation Coordinator**

Responsible for management of centralized services provided to schools and administrative departments throughout the district. This included communications services, copy and print services, transportation services, insurance / risk management services, and mail services. Coordinated district health care and worker's compensation programs. Provided budget preparation and program cost analysis as part of business office support to schools and departments.

## **E d u c a t i o n**

**Cornell University** 1975 - 1979

Ithaca, New York

Bachelor of Arts, with distinction

**Lathrop High School** 1975

Fairbanks, Alaska

**Other Professional Training** 1990 - 2017

University of Alaska Fairbanks

*Governmental Accounting*

*School Finance*

*Academic Leadership Institute*

Public Risk Management Association

*Litigation Management*

*Risk Retention and Transfer*

*Health Benefit Programs*

Association of Records Management

*Records Retention*

*Records Management Planning*

*Records File Patterns and Structures*

Association of School Business Officials

*Financial Reporting*

*School Law*

*Five Year Budget Modeling*

Technical and Operational Training

*JD Edwards Company, Financial Software Training*

*US Department of Education, Financial Accounting PL874*

*Emergency Management - ICS100*

## **P r o f e s s i o n a l   A c t i v i t i e s   &   A f f i l i a t i o n s**

President, Alaska Chapter Society of Research Administrators, 2002 and 2003

President, Alaska Association of School Business Officials, 1998

Presenter, School Finance in Alaska

Alaska Association of School Boards

Alaska Council of School Administrators

Fairbanks Interior Legislative Delegation

University of Alaska Fairbanks

President, Alaska Association for Pupil Transportation, 1985

Past Member, Public Risk Management Association, 1990-1994 and

Past Member, Association of Records Managers and Administrators, 1990-1994

Presenter, UAF graduate course in School Finance, 1995

Mediator, City of Fairbanks and Fairbanks Firefighters Association 2012 and 2016

Member, Alaska Delegation to 1985 and 1990 School Bus National Minimum Standards

Conferences

Author, Department of Education Master Plan for School Bus Driver Training

Author, Department of Education Master Plan for School Bus Inspections

Member and past Chair, Greater Fairbanks Chamber of Commerce Energy Committee

Past Board Member, Festival Fairbanks Board of Directors

Past Board Member, North Pole Economic Development Corporation

Past Board Member and Chair, Interior Gas Utility