

Mae E. Marsh-Prax

Key Skills

- Professional and competent civil rights practitioner with over 20-years of complaints processing, investigation, training, facilitation, and strategic planning experience.
- Advisor to community leaders, university executives, and top military officials regarding compliance with civil rights laws with delineated strategies for self-correction.
- Esteemed trainer in many human resource topics, completing more than 1500 formal training events advancing civil rights, promoting just leadership, implementing competency-based selection processes, and providing hands on tools for the workforce.
- ASCHR approved trainer for settlements requiring an educational element.
- Proficient facilitator/mediator guiding respectful and meaningful discussions in order to identify appropriate solutions to restore cohesion and productivity.
- Highly skilled in workplace assessment, systems analysis, and organizational design resulting in adjusted policies and practices, retooled systems, and expansion of equality of opportunity.
- Author and policy developer of mediation programs, mentoring plans, reasonable accommodation procedures, complaints processing rules, and sexual assault response protocols.
- Skilled in outreach and collaboration cultivating cross cultural advisory boards to examine and ensure equal opportunity and the prevention of sexual misconduct.
- Outstanding oral and written communication skills.
- 8+years supervising, developing, evaluating, and mentoring teams of EEO counselors and investigators.

Work History

Confluence Consulting 49th Limited; Consultant; Mar 2017 to present, Managing Director providing consulting services, as well as, human resource and civil rights workshops.

- Delivered educational workshops that are more than sensitivity programs by providing hands-on tools for leaders to effectively balance human resources, improve communication, resolve conflict, and improve productivity.
- Customized curriculum and delivered tailored workshops regarding a variety of human resources and civil rights topics.
- Provided professional advice to legislators, mayors, city counselors, school superintendents, school board members, and top leaders.
- Designed Title IX Self-Assessment Tool or educational environments.
- Guest lecturer for UAF Business Management classes.
- ASCHR approved trainer for settlements that include an educational element.

- Appointed by the Alaska Governor to the business seat of the State Vocational Rehabilitation Committee based on success in increasing employability of veterans and people with disabilities.

Director of Diversity & Equal Opportunity; University of Alaska Fairbanks (UAF); Mar 2012 to Jul 2016

- Advised top university administrators, developed task force, and implemented a strategic plan initiating fair and neutral response protocols and guaranteeing due process for reported incidents of sexual misconduct on campus.
- Reviewed federal laws, guidance, and settlement agreements establishing a baseline for compliance.
- Identified key program components, reviewed and analyzed statistics, mapped a comprehensive improvement plan, established metrics, spearheaded the task force, oversaw implementation of protocols, and provided recurring updates to President and Chancellors.
- Drafted policy, developed jurisdictional matrix, wrote and distributed non-discrimination notifications, appointed personnel, signed memorandums of understanding with local and state police organizations, implemented prevention programs, conducted and analyzed climate surveys, audited cases, and implemented an effective complaints tracking system.
- Institutionalized a culture of respect by executing comprehensive awareness and educational programs that addressed attitudes, beliefs, and behaviors that lead to discrimination and sexual assault. Traveled throughout western Alaska to deliver presentations to remote campuses and local officials ensuring awareness of rights and responsibilities.
- Prepared presentations and delivered informational sessions to community organizations such as the Alaska Interior Center for Non-Violent living; American Association of University Women; Alaska Network on Sexual Assault and Domestic Violence (ANSADV); Alaska Council on Domestic Violence and Sexual Assault; Rotary; ROTC; Fort Wainwright SARC; police forces throughout Alaska; and Alaskan Magistrates.
- Rolled out a Title IX/Sexual Assault awareness campaign that the U. S. Department of Education, Office for Civil Rights referred to as a “model” marketing plan.
- Supervised a team of civil rights and sexual assault investigators.

Deputy Director of EEO GS-260-14; Defense Contract Management Agency; Fort Lee, VA; May 2011 to Jul 2012; Advisor at the federal Agency level.

- Oversaw agency level EEO program, supervised 13 professionals and executed \$3M budget.
- Resolved complaints of discrimination and reduced inventory of open complaints from 74 to 51 within 6-weeks of arrival.
- Reviewed written reports by team of 6 specialists conducting inquiries into complaints of discrimination. Provided guidance ensuring ‘no stone was left unturned’.
- Developed and implemented educational programs for over 20,000 DCMA employees stationed in 48 states and 28 countries around the world.
- Developed clear mission and vision statements enhancing civil rights and promoting conflict resolution throughout the agency.

- Reviewed guidance and authored agency policies for complaints processing and mediation functions.
- Facilitated meetings and presented training to top leaders and officials.
- Supervised a team of specialist conducting impartial inquiries into complaints of discrimination and providing resolution services.

EEO Manager, GS-260-12; U. S. Army Schinnen, The Netherlands; Feb 2010 to May 2011

- Subject matter expert for military installations in The Netherlands, Northern Germany, and Poland region. Provided a full range of services including training to NATO, U.S., and the international workforce.
- Using Army self-assessment tool, started with a program 79% in compliance and initiated steps that resulted in a 93% compliance rate within 5-months.
- Established a European mediation program recognized by the Department of Army as a best practice. Built a cadre of collateral duty mediators providing resolution services to Army and Air Force installations throughout Europe.
- Initiated weekly training workshops and provided educational classes on a variety of human resources and civil rights topics.
- Conducted listening sessions and wrote reports explaining issues and providing resolution recommendations to management for implementation.
- Applied technical knowledge and instituted a team approach to the interactive process for determining reasonable accommodations. This resulted in timely processing, as well as, high quality and effective accommodations.

Supervisory EEO Manager YC-0260-02 (GS-13); U. S. Army, Alaska; Jun 2008 to Feb 2010

- Advised Alaskan civilian and military leaders, and trained an employee workforce of 5,000 in human resources, civil rights, and conflict management topics.
- Managed team of specialists administrating complaints of discrimination and established a unblemished reputation of preserving neutrality, providing sound advice, and ensuring due process under the law.
- Established the Alaska Joint Agency Mentoring Program, providing mentoring opportunities for federal employees throughout Alaska. Selected and trained over 100 mentoring teams on topics such as Developing a Mentor Contract and Action Plan, Growing Your Career, Cultivating Your Individual Development Plan, Communication Skills, Job Shadowing, Mock Interviews, Skill Paths Career Decision Making, and Reaching Your Full Potential.

EEO Specialist GS-260-12; Bureau of Land Management, Alaska; Aug 2006 to Jun 2008

- Advisor to Northern District Manager and Alaska Fire Service (AFS) Manager.
- Provided employment related workshops to a workforce of full-time and seasonal employees and firefighters. Demonstrated flexibility in scheduling and service delivery to meet customers' needs by tailoring topics and adjusting logistics.
- Provided informal situational awareness regarding the legal implications of management decisions and employment practices.
- Counseled employees and conducted intakes of complaints of discrimination.
- Facilitated meetings and identified recruitment opportunities to expand hiring pools.

- Certified (red card) HR manager on Incident Management Teams.

Supervisory EEO Manager GS-0260-12; U. S. Army Alaska; Mar 2005 to Aug 2006

- Planned, staffed, and directed a full range of EEO services for a geographically dispersed and climatic challenged region, which included the military installations of Forts Richardson, Wainwright, and Greely.
- Developed and provided in-person training consistent with the Army's annual training requirements to inform and educate participants regarding civil rights and federal management of human resources.
- Conducted comprehensive workforce assessments, command climate surveys, and sensing sessions identifying issues and weaknesses. Analyzed trends and developed effective program objectives. Addressed systemic problems and solved a variety of broad, difficult and complex problems.
- Collaborated with Veteran Administration and Alaska Vocational Rehabilitation to expand recruitment. Marketed the streamlined process. This resulted in increased employment for military veterans and people with disabilities. Subsequently, the military command was recognized as the number one employer of people with disabilities in the state of Alaska.

EEO Specialist GS-0260-11; U. S. Army Alaska; Mar 2000 to Mar 2005

- Ensured compliance with federal law, rules, and regulations regarding civil rights and equal employment opportunity. This included Title VI, Title VII, the Rehabilitation Act, ADA, ADEA, the Equal Pay Act and the Veteran's Employment Opportunity Act.
- Conducted surveys, facilitated sensing sessions, and collected employee perceptions. Wrote reports, and made recommendations to enhance workplace relationships and improve productivity.
- Trained leaders and personnel on a variety of diversity, employment, and civil rights topics including recruitment and hiring of veterans and individuals with disabilities; the ABCs of discrimination law; and the prevention of sexual harassment.

Management Analyst GS-0343-11; U. S. Army Alaska; May 1999 to Mar 2000

- Energetic and insightful team member conducting studies to determine if federal functions could be more effectively and efficiently performed by the private sector.
- Facilitated group workshops to educate employees on the study process, the importance of accurate data, and possible outcomes.
- Planned, developed, and conducted management studies. Collected data, facilitated groups, and conducted comprehensive analysis (job analysis, organization analysis, mission analysis, tree diagrams, activity analysis, workload analysis, and process analysis).
- Identified positions that could be combined, created, or eliminated and provided recurring updates and briefings to top military officials.
- Developed transition plan to implement the streamlined structure which included implementation timelines for all identified departments, positions, and groups.

Budget Analyst GS-0560-09; U. S. Army Alaska; Dec 1991 to May 1999

- Certified facilitator for leadership and customer service training programs. Certified trainer for Raving Fans Customer Service, Total Quality Management, and Army Leadership, Education, and Development for Executives.
- Facilitated sensing sessions, compiled data, analyzed findings and made recommendations to command to resolve workforce dissatisfaction and improve efficiency.
- Served on Army Community of Excellence team, coached and inspired a culture of change and continuous improvement.
- Oversaw performance improvement projects by defining problem areas; facilitating process mapping sessions; documenting procedural improvement; establishing metrics and milestones; and measuring progress.
- As a proactive member of Army Family Action Plan Steering Committee, marketed the program and trained a team of facilitators to work with groups comprised of a cross-section of the military and civilian population to explore issues, find facts, and develop solutions to improve military life, simplify relocations, and retain soldiers.

Transformations; Trainer/Consultant; Apr 1993 to Feb 2010; Business owner providing consulting and training services.

- Developed dialogue based educational programs that effectively engaged participants and brought diverse groups together to learn about the dynamics of race in a non- confrontational environment.
- Contracted with Fairbanks North Star Borough School District for 14 consecutive years providing my signature course, '*Race & Healing*', to educators and administrators. The course was accredited through UAF where I served as adjunct faculty. The 2016 District survey named my course as the most impactful class for increasing awareness, removing barriers, and uniting diverse people.
- Presented at teacher in-service developmental sessions with message of unity.
- Wrote '*Transformations' Facilitator Guide*' a handbook for leading groups through tough emotional conflict and trained facilitators using my manual and processes.
- Presented as keynote speaker at national, state and local conferences.
- Received recognition on a national level by Southern Poverty Law in Teaching Tolerance publication.
- Recognized by the Alaska governor's committee for eliminating disparities.
- Advisor to the Fairbanks Chamber of Commerce and presenter of leadership development workshops.