

PAULA M HARRISON, MA, SPHR, SHRM-SCP

SUMMARY

Over 40 years of experience in the delivery of human resources and labor relations. Key management advisor on issues including labor and employee relations, recruitment, retention, employee satisfaction, employment trends, compensation and benefits. Problem solver who can work collaboratively with senior administrative leadership, labor unions and staff.

EDUCATION

Bachelor of Arts, Political Science/Economics, University of Colorado-Denver
Master of Arts, Management, Webster University, St. Louis, MO

LEADERSHIP TRAINING

Labor Negotiations Training, Federal Mediation and Conciliation Service
Interest Based Collective Bargaining, American Arbitration Association
Mediation and Conflict Resolution Training
Routine and regular attendance at professional seminars and continuing education programs
American with Disabilities Act – Cornell University – Train the Trainer

EXPERIENCE

ENSTAR Natural Gas Company, Anchorage, Alaska

Director of Human Resources and Labor Relations, February 2013 to present

Overview: Directs the development, implementation and coordination of policies and programs covering staffing and retention, labor and employee relations, performance management, training and employee services. Administers compensation and benefit programs and partners with the different business unit leaders to identify, support, and ensure achievement of business requirements. Assist with all HR matters in the rate case.

University of Alaska System Office, Statewide Labor Relations/Human Resources, Anchorage, Alaska

Labor and Employee Relations Coordinator, May 2007 to February 2013

Overview: Serve the University of Alaska Anchorage and Southeast (Juneau) campus as the Labor and Employee Relations Coordinator.

University of Alaska- Anchorage, Anchorage, Alaska

University of Alaska-Anchorage, Anchorage, Alaska

- **Adjunct Professor 2012 to 2014**
- **Overview:** Teaching in the Human Services Department (part-time evenings)
HUMS 412 Ethics in Leadership
HUMS 295A Practicum I in human services
HUMS 295B Practicum II in human services

Municipality of Anchorage, Anchorage, Alaska

Compliance Manager, April 2005 to May 2007 (continued on temporarily approximately ten hours per week through August 2007 until a replacement was found)

Overview: Responsible for the Drug and Alcohol Program, implementation and administration, serving as the Department Program Manager for Department of Transportation (DOT), Federal Transit Authority (FTA), Federal Motor Carrier Safety Administration (FMCSA), and the Municipality programs. Served as the ADA Coordinator.

Mat-Su Borough School District, Palmer, Alaska

Director of Human Resources and Labor Relations, May 1997 to February 2005

Overview: Responsible for all Human Resources and Labor Relations functions of public school district, employing approximately 3500 employees.

Landmark Bank Company, Landmark Bank, and Landmark Bank-Denison,
Employee Services Director, February 1995 - May 1997

Overview: Responsible for all Human Resource and Compensation Functions of three banks in ten locations

**Human Resources and Payroll Consulting for Medical Practice
August 1988 to May 1994**

Overview: Completed audits to ensure compliance with state and federal laws and regulations.

- Completed job evaluations/analysis
- Oversaw and directed the automation process for payroll and accounts payable, as well as, human resource functions
- Provided guidance in recruitment and staffing

Mat-Su Borough School District, Palmer, Alaska

Director of Human Resources and Labor Relations, July 1987 to June 1988

Overview: Responsible for all Human Resources and Labor Relations functions of public school district, employing approximately 1600 employees.

Fairbanks North Star Borough School District, Fairbanks, Alaska

Personnel Coordinator (Human Resources and Labor Relations) July 1984 to June 1987

Personnel Technician September 1983 – July 1984

Overview: Developed negotiations strategies, served as chief spokesperson and handled all labor relations issues related to the school district's three bargaining units.

PROFESSIONAL CERTIFICATIONS

- National Certification, Senior Professional in Human Resources (SPHR), Human Resources Certification Institute
- Society for Human Resource Management (SHRM-SCP) Senior Certified Professional in Human Resources

PROFESSIONAL MEMBERSHIP

- Member, Society for Human Resources Management (SHRM) and Alaska state chapter

PROFESSIONAL APPOINTMENTS

- Chair, Alaska Labor Relations Agency
- State of Alaska Retirement and Benefits Committee
- American Gas Association, Human Resources and Compensation Committee
- American Gas Association, Labor Relations Committee
- Western Energy Institute, Executive Human Resources Committee
- Board Member, Region 10 Northwest (*Alaska, Washington, Oregon, Idaho*) American with Disabilities Act, State of Alaska Representative
- Steering Committee Member – Alaska -, Region 10 Northwest - (American with Disabilities Act
- Trainer for the State of Alaska, Network on the ADAAA – Cornell University
- Past Board Member - Challenge Alaska

PAST MEMBERSHIP/ACTIVITIES

- Past Member, State of Alaska, Governor's Committee for the Employment and Rehabilitation of Persons with Disabilities
- Past Board Member - Challenge Alaska