**Resume of David Halverstadt**

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**EDUCATION:**

BA Degree, Whitman College

Masters Degree in Public Administration, University of Puget Sound

Masters Degree in Business Administration, Central Michigan University

Graduate of the Senior Executive Training Program, The Daniel J. Evans School of Public Affairs, University of Washington, June 1999.

# CREDENTIALS:

Achievement of the Senior Professional in Human Resources designation (SPHR) by the Society of Human Resources Management. (SHRM).

**WORK EXPERIENCE:**

**TEACHING EXPERIENCE:**

I have taught Labor Relations, Conflict Resolution, HR Management and Equal Employment Law for Chapman University, and City University. I have taught both at the campus level and on line at City University through the Distance Learning program. Additionally, I have taught general management, conflict resolution, and organizational development courses for both City University and the University of Phoenix on both the graduate and undergraduate levels.. I have a total of 21 years experience teaching these subject matter courses.

**HUMAN RESOURCES EXPERIENCE**

**January 2, 2003 to the present: Chief Human Resource Officer for Grays Harbor College.** Directs the administration of the Human Resources Program for the College. This includes labor relations, classification and pay, performance management, civil service reform transition issues, payroll and benefits, Labor and Industries issues and HR related training. Supervises the HR department which consists of 4 HR staff.

I am the lead negotiator for the college. I have negotiated two labor contracts, one with the Washington Public Employees Association and the second contract with the faculty union.. I have developed labor relations and provided training to college managers on both labor documents. I report to the President of the College.

I serve on the state negotiation team for the civil service contract that impacts 15 colleges statewide.

I also chair a statewide committee of College HR Directors whose assignment is to develop recommendations by July 15, 2011 to the 34 College Presidents for achieving human resources cost savings and operational efficiencies.

**January 2, 2001 to January 2003: : Senior Human Resources Consultant for the Department of Licensing.** Responsible for the development of the HR strategic plan and Work Force Analysis document. Served as the Classification and Pay Specialist for the agency. Lead all class studies, prepare and presented all Personnel Board proposals and reviewed individual position allocation requests. Assisted the HRC staff in a variety of HR functional area ranging from recruitments to policy development and review. Developed and taught HR classes such as “Successful Job Selection Techniques”.

**November 1997 to December 2000: HR Director for the Washington State Liquor Control** Board. Responsible for the administration of the HR program for the agency. Managed an HR Divisional budget of 1.4 million dollars to include 400,000 in training funds. Supervised 12 staff in the HR Division. This responsibility included negotiating with Department of Personnel staff on all classification and pay proposals and requests for exemption of positions.

Developed a comprehensive Management/Leadership training program for the supervisory and managerial staff in the Liquor Board. The development of this program included an extensive needs assessment, research concerning which programs were viable to meet the agency’s strategic needs, the selection of program material, and selection of instruction methods, identification of in-house and contract trainers and the presentation of the curriculum. This Leadership/management training program included the development and administration of the contract with Department of Personnel staff to deliver part of the training. Designed and taught several workshops on subjects from corrective action/disciplinary action to labor relations and diversity/sexual harassment.

Responsible for the management of the Labor Relations Program for the agency. Served as the primary agency labor negotiator and negotiated four new contracts with both WPEA and Local 1001 of the United Food and Commercial Workers Union. Worked directly with four bargaining units on contract interpretation, grievance administration and representing the agency at all mediation and arbitration hearings. A large part of the labor relations responsibility also included direct negotiations with all bargaining units on a number of issues that impacted working conditions. I have worked closely with both management and labor to successfully resolve a number of issues at the local level to prevent them from becoming grievances. Additional duties involved HR policy development, HR strategic management, supervision of 12 HR staff engaged in all aspects of an HR program from classification and pay to policy interpretation, safety, recruitment and corrective and disciplinary action.