

JUDAH HAMER

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AREAS OF EXPERTISE

Human Resources & People Operations

A strong hands-on track record in delivering on the outlook that an organization is as strong as those who nurture it.

Learning & Development

Deep experience in creating and curating learning and development opportunities. Excel at primary research and data analysis to support others and organizational goals.

Strategic Planning

Demonstrated ability to facilitate and manage collaborative, community-based planning to help libraries transform and heighten their impact.

APPLICATION TOOLBOX

- Bamboo (HRIS)
- BSWift (Insurance Admin)
- Microsoft Office
- Google Workspace
- Microsoft Teams
- Canvas (Learning Platform)
- BlackBoard (Learning Platform)
- Canva
- Adobe Acrobat
- SurveyMonkey
- BaseCamp (Project Management)
- Asana (Project Management)
- Notion (Knowledge Management)
- MarvelApp (Wireframing)
- LinkedIn, Indeed (Recruitment)
- QuickBooks
- Wix
- WordPress

PROFESSIONAL EXPERIENCE

BOSTON PUBLIC LIBRARY, Boston & Hybrid (2024-present)

Human Resources Manager

- Lead department that handles all aspects of HR for 540+ employees across 26 locations.
- HRBP for C-level leadership staffing and strategy decisions.
- Supervise and coordinate payroll, onboarding/offboarding, medical leaves and worker's compensation.
- Coordinate and inform creation of new job roles, along with compensation and classification structures.
- Support and advise employee access to benefits.
- Negotiate union contracts with City of Boston legal department.
- Ensure compliance with collective bargaining agreements, local, state, and federal employment laws.
- Investigate employee matters and support interventions.
- Developing operational assessment to improve departmental workflows.
- Incubating the enhancement of employee onboarding.

CONSTRUCTIVE DISRUPTION, Remote & travel (2021-present)

Lead Consultant for Libraries & Local Government

- Facilitate all aspects of organizational assessment, community engagement, and strategic plan development.
- Design surveys and execute analysis of results, including copy and data visualization.
- Integrate and synthesize qualitative and quantitative data.
- Prepare research reports and presentations for library leadership, staff, governing boards and the public.
- Craft work proposals, public bids, project budgets and timelines.
- Lead project and account management.
- Collaborate on diversity, equity and inclusion efforts.
- Create and deliver stakeholder engagement experiences.
- Present research findings in a broad range of public and private settings, online and in person.

BANDUJO ADVERTISING + DESIGN, NY, NY & Remote (2020-2024)

Vice President, Human Resources & Operations

- Led HR & Operations for company of 30+ employees
- Completed operational assessment to inform succession planning.
- Developed people strategy audit to guide agency staff restructuring, talent acquisition, and job description creation.
- Handled all aspects of technology provisioning.
- Managed HRIS system.
- Facilitated the adoption of SOPs for asset tracking, project management, and coordination of cross-team workflows.
- Established knowledge/content management systems.
- Fostered culture of knowledge sharing and documentation for employee learning and development.
- Recruited new talent from national and international pools.
- Designed positive, impactful on-boarding protocols.
- Advised on employee evaluation and retention.
- Recommended benefits options and led benefits administration.
- Provided editorial support for advertising campaigns, especially reviewing content through a DEI lens.

PROFICIENCIES

People Operations

Human Resources

Labor Relations

Knowledge Management

Organizational Development

DEI Initiatives

Employee Life Cycle

Talent Acquisition

Learning & Development

Teaching & Coaching

Data Analytics

HRIS Systems

Benefits and Payroll Admin

Employment Law

Research & Report Writing

Conflict Resolution

EDUCATION

Masters in Information Science
Rutgers University, NJ
4.0 GPA

Bachelor of Arts, English
Montclair State University, NJ
Magna cum Laude

ABD, Communication &
Information
Rutgers University, NJ
4.0 GPA

RUTHERFORD PUBLIC LIBRARY, Rutherford, NJ (2011-2020)

Director, Staff & Services

- Completed people strategy audit to optimize staff structure.
- Conducted operational assessment and fostered consensus around development of SOPs and cross-team workflows.
- Engaged in conflict resolution to create a collaborative relationship with union staff and representation.
- Managed HRIS system (NJ Civil Service) & employee records.
- Project-managed full cycle of technology infrastructure and handled hardware/software provisioning.
- Negotiated technology contracts with external vendors/partners.
- Led and supported all phases of the employee life cycle.
- Managed benefits administration and compensation.
- Developed employment policies in tandem with legal counsel.
- Responsible for all aspects of financial management.
- Facilitated employee learning & development.
- Project-managed renovation of 25k sq. ft. facility.
- Awarded State of New Jersey Joint Legislative Resolution in recognition of the Library's transformation.

RUTGERS UNIVERSITY, New Brunswick, NJ & Remote (2003-2021)

Instructor, Masters Program, School of Communication & Information

- Awarded *Faculty of the Year Award for Excellence in Online Education* from Web-based Information Science Education.
- Created and delivered learning and development in on-campus and online formats in the Masters in Information Science Program.
- Designed and executed courses in the online Masters program; easily adapt to a range of LMS platforms
- Provided editorial and research advisement to Masters students.
- Engaged in career coaching to Masters students.
- Completed significant research focused on LGBTQI folks and their relationship with information.
- Curated course curricula and provisioned learning resources.

ILSLEY PUBLIC LIBRARY, Middlebury, VT (2009-2011)

Head of Youth Services

- Increased summer reading program registration by 18% and overall program attendance by 56% over two years.
- Recalibrated programming to serve youth and their families more inclusively.
- Reconfigured collections to better meet community needs.
- Supervised and managed the workflow of departmental employees and Middlebury College work-study students.
- Led community engagement initiatives to schools and other youth serving agencies.

RUTLAND FREE LIBRARY, Rutland, VT (2006-2009)

Assistant Director, Staff & Daily Operations

- Completed operational assessment to align expenditures with endowment restrictions.
- Handled all aspects of payroll and benefits administration.
- Monitored and coordinated technology maintenance, upgrades and support.
- Negotiated software contracts.
- Led content and software provisioning; cofounded a Statewide 501©3 cooperative to broker public access to e-content.
- Supervised staff, inclusive of performance evaluation and personal improvement plans.
- Supported and facilitated employee learning & development.
- Integrated the Library into the City of Rutland's arts-based *Creative Economy* approach to urban renewal.