

GREGORY N. THOMAS, JD, MBA, MA, SPHR-CA

San Francisco, CA 94109

916-513-8707 • gregthomashr@gmail.com

EXPERIENCED HUMAN RESOURCES EXECUTIVE

Experienced human resources executive with extensive HR, legal, administration, risk management, operations and compliance experience. Highly effective in developing and implementing HR strategy, building service-driven teams, and producing outstanding results.

- Strong HR Leadership Experience
- Talent Acquisition/Management
- Compensation and Benefits
- Employee Relations/Engagement
- HR Policies and Procedures
- Training & Development Programs
- Public and Private Sector HR Experience
- Compliance and Governance
- Legal/Litigation Experience
- Investigations/Complaints
- Budgets/Contracts/Vendor Mgt
- Risk Management/Insurance/Safety

PROFESSIONAL EXPERIENCE

California Institute of Integral Studies
San Francisco, CA

Director of Human Resources
(February 2019 – Present)

Lead the human resources team and function for innovative non-profit higher education (500+ employee) institution. I am responsible for all aspects of HR strategy, operations, and tactical plans, including policies and procedures, compliance, records administration, compensation, benefits, employee relations, talent attraction, training and development, payroll, etc. I work closely with executive team members and other leaders to develop and implement successful HR strategies.

- *Rebuilt HR function to be an excellent, well-respect customer service function*
- *Overhauled the student employment and adjunct hiring processes.*
- *Enhanced benefits function, including improvement in health and welfare offerings and 401(k) plan compliance and employee education.*
- *Lead HR/Payroll implementation of new Enterprise system*

Gregory Thomas Consulting
Mission, TX; Sacramento, CA

President/HR Consultant
(2015 – 2019)

Provided business and human resources consulting services to employers, including recruiting, employee relations, compliance, business process improvement, policies and procedures, investigations, compensation/benefit programs, training, risk management and business development services.

Goodwill Industries Sacramento Valley & Northern Nevada, Sacramento, CA

Chief Human Resources Officer
(2016 - 2018)

As member of executive team, lead human resources functions for leading (2000+ employee) multi-state, non-profit organization.

- *Developed and implemented HR strategies to support company strategic plans, including creating tactical plans to support all HR goals and objectives.*
- *Restructured and retooled HR function to improve recruiting, benefits, employee relations, compliance and risk management areas, saving over \$300k in costs.*
- *Effectively managed litigation and other sensitive corporate risk issues.*

O.C. Communications, Inc.
Elk Grove, CA
(Through Gregory Thomas Consulting)

HR Director/HR Consultant
(2015 – 2016)

As member of executive team, led human resources and legal/risk management, insurance, and safety functions for growing 900+ employee national telecommunications organization.

- *Managed all HR/payroll and risk management/insurance operations*
- *Reorganized HR and safety/risk management functions to create increased efficiency, cost savings, and reduced risk.*
- *Effectively managed litigation and other sensitive corporate risk issues*
- *Built strong internal and external relationships for HR and Safety Teams*

Foundation for California Community Colleges
Sacramento, CA

Executive Director, Human Resources
(2012 – 2015)

Head of HR and administrative/risk management functions for official non-profit supporting California Community College System (largest higher education system in the US).

- *Overhauled organizational HR and legal/risk management functions and programs to more efficiently use resources and reduce waste, resulting significant costs savings (300k) and alignment with strategy and goals*
- *Developed and aligned innovative HR and legal strategies to align with 5-year plan*
- *Rebuilt HR and legal/risk management functions into customer-focused, high quality, value-added services focused on alignment, business partnering, client needs, cost effectiveness, flexibility, timeliness, and responsiveness*
- *Updated and improved various programs and systems, including updating policy and procedure manual, HRIS/payroll system, employee survey, talent attraction/recruiting philosophy & methods, employee recognition programs, professional development and training programs, insurance, safety, and illness & injury prevention program*

Wilcox, Miller & Nelson, Sacramento, CA

Senior HR Consultant
(2010 – 2012)

Performed retained search for key management/executive positions and provided HR consulting services for public, governmental, and private organizations.

- *Performed top-rated retained executive level searches for CEO, Vice President of Sales & Marketing, HR Director, Finance Director, General Manager, Benefits Manager positions, and executive positions with California Health Benefit Exchange (now Covered California)*
- *Assisted owner of FDA-approved contract pharmaceutical manufacturer to refocus senior management team and build collaborative, better communicating, unified team*

University of Phoenix, Sacramento, CA

Faculty (2009 – 2012)

Instructor: courses include Industrial/Organizational Psychology, Motivational Psychology

- *Developed innovative materials and presentation techniques to engage college students and enhance learning and retention*
- *Facilitated interactive group discussions and exercises for several courses*

Polsinelli Shughart, P.C., Phoenix, AZ

Attorney (2006-2009)

Represented employers in employment and healthcare practice matters (e.g., discrimination, harassment, FMLA, non-compete agreements, arbitration, mediation, indemnification, benefits/ERISA, malpractice defense, peer review, discovery disputes, etc.).

- *Conducted extensive factual investigations and legal research to support client positions*
- *Developed and executed litigation strategies and dispute resolution strategies (including negotiation and mediation) bringing client matters to successful outcomes*
- *Represented clients in state and federal court, and at depositions, mediation, settlement conferences, hearings, etc.*

Apple Computer, Inc., Elk Grove, CA

HR Manager (2001 - 2003)

Provided HR services (e.g., recruiting, employee relations, compensation, performance management) to internal client groups, including technology, engineering, and global logistics.

- *Handled and resolved sensitive employee relations issues such as complaints, investigations, pay, benefits, performance issues, terminations, etc.*
- *Developed and updated HR ISO quality standards that fully satisfied ISO standards*
- *Developed and delivered engaging training programs, including new hire orientation*

Barclays Global Investors, Sacramento, CA
(World's largest institutional investor, circa 2009)

Human Resources Manager
(1999-2001)

Managed HR function and services for Sacramento office and US Operations groups in Walnut Creek and San Francisco Offices; responsible for safety/IIPP, AAP, disaster recovery, HR business continuity, and site affirmative action program.

- *Created successful cross training program partnering resulting in enhanced interdepartmental communication and reduction in errors*
- *Developed and implemented HR strategy for US operations team*
- *Improved various HR programs, including training program, successful implementation of new HRIS system, updating compensation program, and handling of benefits issues*

Franklin Templeton Investments
Rancho Cordova, CA

Human Resources Advisor
(1998-1999)

Provided client groups, including organizational IT Center with HR services, including business partnering, employee relations, complaints, investigations, training programs, compensation and benefits consulting, recruiting and staffing, safety and workers' compensation assistance.

- *Developed and delivered supervisory risk management training programs*
- *Led HR service team ensuring outstanding services and alignment with corporate goals*

EDUCATION

BA, Psychology - *University of California, Davis*

- Magna Cum Laude
- Phi Beta Kappa/Golden Key Honor Society

MA, Experimental Social Psychology - *University of California, Santa Barbara*

- Masters Thesis research: effects of emotion on cognitive processing deficits (memory)

MBA, Masters in Business Administration – *National University, Sacramento, CA*

- Graduation with Distinction (4.0 GPA)

JD, Juris Doctor – *University of Arizona, Tucson, Arizona*

- Law Review and Board; Note: analysis of Arizona court decision on arbitration law
- Awards: Outstanding Oral Advocacy; Top Employment Law Student; Dean's List

CERTIFICATIONS

- Senior, California, and Global Professional in Human Resources – SPHR-CA, GPHR
- Society for Human Resources Management Senior Certified Professional - SHRM-SCP

PROFESSIONAL AFFILIATIONS

- Society for Human Resources Management – SHRM
- Society for Industrial and Organizational Psychology - SIOP
- American Psychological Association - APA