# FAS Human Resources...at a Glance

## Mission

To attract, develop and engage a diverse staff committed to excellence and mutual respect, in support of the FAS teaching and research mission.

## Goals 2020 - 2021

- **Implement a targeted recruitment strategy to diversify FAS staff**, identify and reduce the influence of unconscious bias in hiring decisions, and communicate FAS’ commitment to diversity in a manner that is welcoming and appealing to diverse job applicants, with a special focus on VERIP replacements, senior positions and critical roles with high visibility.

- **Partner with FAS colleagues on Return to Campus Planning**, keeping a specific focus on DIB for staff, as it relates to the framework and guidelines that are developed.

- **Embed FAS’s diversity commitment into all policies, practices and FAS HR materials**, including but not limited to job descriptions and postings, access to FAS HR services and resources, employee communications and the FAS HR website, and adjust, add or eliminate as appropriate.

- **Track and interpret relevant DIB metrics and measure progress in several key areas**; increase transparency and accessibility to the FAS community regarding DIB metrics and measures.

- **In partnership with the FAS DIB office, offer DIB training, education, and awareness to all FAS HR staff, and engage with FAS HR staff on DIB related professional development opportunities.**

## Strategic Priorities 2020- 2021

- Cultivate a Collaborative, Adaptable and Inclusive FAS Community.
- Continue to strengthen the FAS Management Culture.
- Identify and Develop FAS Talent and Leadership.
- Focus on Organizational Compliance to Reduce FAS Risk.

## Values

- **Make FAS Better**: Small efforts can have a big impact. We all contribute to making FAS a better place to work, teach and learn.

- **Do the Right Thing**: We are committed to finding a balance between what’s in the best interests of the individual and the organization, even when it’s hard to do.

- **Be a Partner**: HR works best when we partner with each other, our FAS colleagues, and other parts of Harvard.

- **Keep it Real**: While caring and respectful, we also have the courage to be direct and authentic in how we communicate and interact with our clients and with each other.

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Please visit: [www.hr.fas.harvard.edu](http://www.hr.fas.harvard.edu) for complete and up-to-date resources, tools, and information. This information is current as of August 2021.
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HR Contacts

- **Career Development:**
  - FAS Staff Mentoring: Jessica Bowne
  - FAS CareerCore: Cesar Mieses

- **Compensation/Impact Awards:**
  - Title IX Liaisons: Sandy Stergios, Senior HR Consultant
  - Performance Management: Mark Seibring, Annie McGough

- **Diversity related matters:**
  - Andrea Kelton-Harris, Etaine Smith, Chris Keller

- **Getting Started at FAS:**
  - Annie McGough, HR Manager for Athletics

- **HRIS Analytics:**
  - Mark Seibring, Chris Keller and Marianne Case

- **International Appointments:**
  - Elise Sacchetti

*Please visit www.hr.fas.harvard.edu/people for a complete list of FAS departments/centers and their consultants.

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