### Mission
To attract, develop and engage a diverse, talented staff committed to excellence and mutual respect, and to create a collaborative and inclusive work environment that contributes to the well-being of the FAS community and supports the FAS teaching and research mission.

### Goals 2017 - 2018

#### Wellness, Inclusion and Belonging
- **Focus on FAS Community**: Through education and communication, promote and sustain an inclusive FAS culture that supports organizational health and individual well-being, greater psychological safety, improved collaboration, and alignment of values with behaviors. Provide specific focus on engaging and building the faculty support staff community.
- **Promote and sustain FAS Diversity and Inclusion**: Partner with FAS leaders to provide programs, training and best practices that will build and develop diverse FAS teams.

#### Operational Excellence and Efficiencies
- **Partner effectively with our FAS clients**: Provide valuable and timely HR support, including areas relating to recruiting, compensation, HRIS data and HR programming.
- **Focus on Compliance**: Partner effectively with Central HR to ensure that FAS needs are met regarding Harvard-wide initiatives, including the job framework initiative, HUCTW FLSA reviews, contingent workforce and the new Harvard-wide approach to performance management.
- **Strengthen core FAS HR operational processes and efficiencies**: Ensure that those we support within FAS have a good customer experience; support the implementation of new systems, policies and programs that benefit FAS staff (Aurora staff and position management); and increase understanding of HR data and reporting capacity within FAS.
- **Partner effectively with Central HR to ensure that FAS needs are met regarding Harvard-wide initiatives**: including the job framework initiative, HUCTW FLSA reviews, contingent workforce and the new Harvard-wide approach to performance management.
- **Keep FAS HR program offerings relevant and timely**: Develop role specific training and orientation (DA Boot Camp); strengthen on/off-boarding of FAS staff; introduce wellness series for all FAS staff.

#### Strategic Priorities 2017 - 2018
- Cultivate a Strong and Inclusive FAS Community
- Strengthen the Management Culture in FAS
- Identify and Develop FAS Talent and Leadership
- Strengthen Organizational Compliance to Reduce Risk in FAS

#### Values

Please visit: www.hr.fas.harvard.edu for complete and up-to-date resources, tools, and information.

This information is current as of January 3, 2018.
FAS Human Resources

How we are organized and what we do:

- **Associate Dean for Human Resources**
  - Chris Ciotti, Associate Dean for Human Resources
  - Tracy Collins, Executive Assistant

- **HR Consulting Services**
  - Gary Gormier, Director of HR Consulting
  - Kathy Santoro, Director of HR Programs and Operations
  - Ann Marie Acker, Senior HR Consultant
  - Anna Anctil, Senior HR Consultant
  - Bob Bellantuoni, Senior HR Consultant
  - Cherie Green, Leaves Consultant
  - Andrea Kelton-Harris, Senior HR Consultant
  - HR Consultant and Classification Analyst (vacant)

- **HR Programs and Communications**
  - Audrey Harmon, Director of HR Programs and Communications
  - Jennifer Callahan, HR Program Manager
  - Annie McGough, HR Program Coordinator
  - Kat Bliss, HR Program Coordinator

- **HR Programs and Development**
  - Angela Lifsey, Director of Talent Acquisition and Development
  - Kim Zweig, Recruitment Consultant
  - Chris Keller, Diversity Recruitment Consultant
  - Meg Kerwin, Recruitment Consultant
  - Robin Ketterer, Recruitment Consultant
  - Robin Tweedy, Recruitment Consultant
  - Jennifer Bellenoit, Recruitment Coordinator

- **Analytics, HRIS, and Compensation**
  - Mark Seibring, Director of Analytics and Compensation
  - Kathy Santoro, Director of HR Programs and Operations
  - Patrick Ostrander, HRIS and Compensation Analyst
  - Andrea Gallegos, Senior HR Consultant
  - Diane Cox, HRIS and Compensation Analyst

- **HR Contacts**
  - Tracy Collins, Executive Assistant
  - Chris Ciotti, Associate Dean for Human Resources
  - Tracy Collins, Executive Assistant
  - Mark Seibring, Director of Analytics and Compensation

- **Career Development**
  - Dean’s Distinction/Harvard Heroes: Jennifer Callahan
  - Giving Thanks: Audrey Harmon

- **Leaves of Absence/Work-Life Resources**
  - Cherie Green

- **Minors Policy**
  - Ann Marie Acker

- **Orientation and Review Period**
  - Bob Bellantuoni

- **Recruitment Services**
  - Angela Lifsey
  - Diversity Recruiting: Chris Keller

- **Rewards and Recognition**
  - Audrey Harmon, Jennifer Callahan
  - Dean’s Distinction/Harvard Heroes: Jennifer Callahan
  - Giving Thanks: Audrey Harmon

- **Title IX Staff Liaisons**
  - Sandra Stendiou, Anna Anctil

- **International Appointments**
  - Bob Bellantuoni

- **Internal Appointments**
  - Sandra Stendiou, Anna Anctil

- **HR Programs and Administration**
  - HR Programs and Administration

- **Leafless_of_absece/Work-Life Resources**
  - Cherie Green

- **Minors Policy**
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