

FAS Human Resources...at a Glance



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.

Strategic Priorities 2016 - 2017

- 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



Goals 2016 - 2017

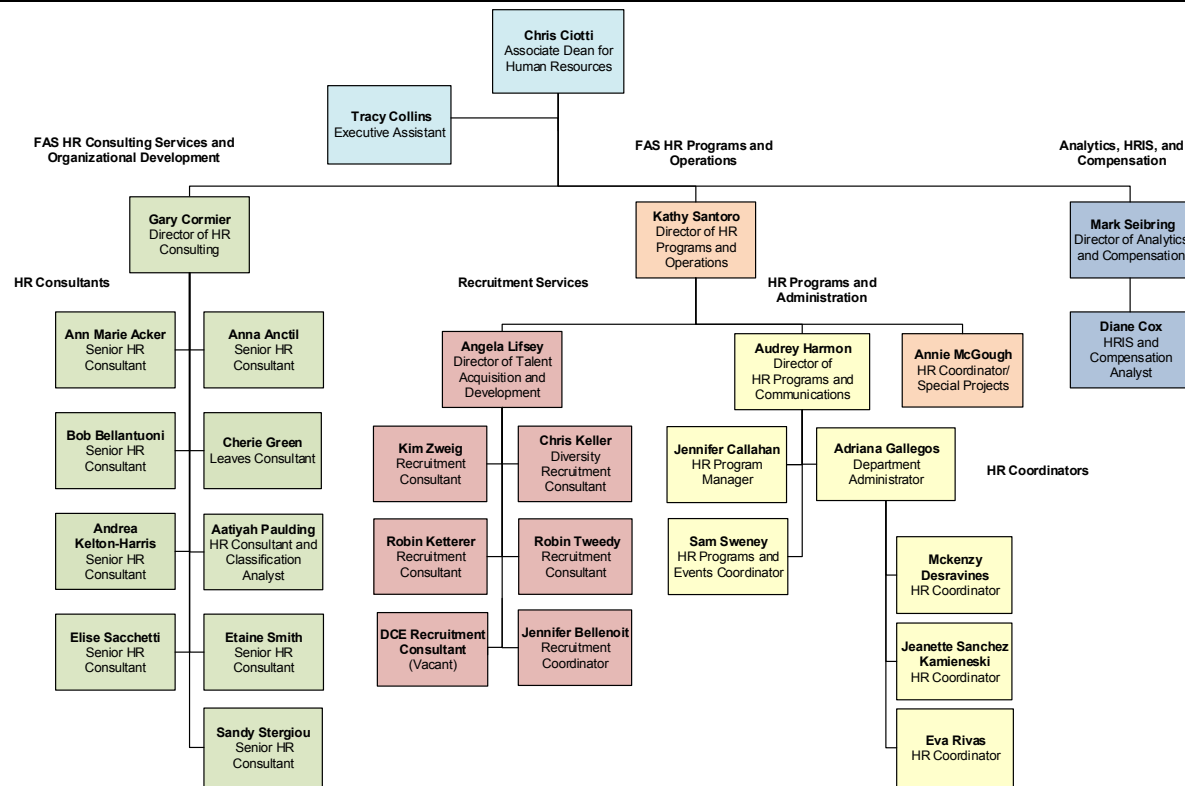
- Proactively provide FAS leaders and managers with HR support, data, and approaches in an effort to navigate current financial and organizational challenges.
- Ensure FAS compliance in required areas, including FLSA, Minors on Campus, and Title IX, among others.
- Communicate and deliver FAS HR support, programs, and resources in an effort to strengthen: our manager culture, career development, organizational capability, leadership development, and HR processes/practices.
- Partner with FAS departments to optimize high quality and diverse hiring results, increased compliance in FAS recruiting practices, and development of a pipeline for entry level positions.
- Respond to three key areas that emerged from last year’s engagement survey: the desire for career development, leadership visibility and accessibility, and safety in speaking up.
- Create opportunities to bring FAS staff together so they can learn from each other, succeed and grow in their current roles, and navigate their careers at Harvard.
- Partner effectively with Central HR to ensure that FAS needs are met regarding Harvard-wide HHR initiatives, including the Training Portal and Job Rationalization initiative, and to ensure that FAS HR offerings complement those offered centrally.
- Communicate HR strategy, metrics, and results to FAS senior leadership in several key areas including FAS HR Programs, recruitment and manager development.



FAS Human Resources



How we are organized and what we do:



HR Contacts

- **Career Development:**
 - » *CWD Leadership Development:* Kathy Santoro
 - » *FAS Staff Mentoring:* Audrey Harmon
 - » *FAS CareerPlus:* Angela Lifsey
 - » *FAS Learning for Success:* Sam Sweney
- **Compensation/Impact Awards:** Mark Seibring, Diane Cox
- **Diversity:** Andrea Kelton-Harris, Etaine Smith, Chris Keller
- **Performance Management:** Audrey Harmon, Mark Seibring
- **FAS HR Website:** Annie McGough
- **Independent Contractors:** Andrea Kelton-Harris
- **International Appointments:** Bob Bellantuoni
- **Leaves of Absence/Work-Life Resources:** Cherie Green
- **Manager Development:**
 - » *Managers' Essentials:* Gary Cormier, Audrey Harmon, Jennifer Callahan
- **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

	Phone	Email
Associate Dean for Human Resources		
Chris Ciotti, Associate Dean for Human Resources	6-3240	cciotti@fas.harvard.edu
Tracy Collins, Executive Assistant	6-3240	collins@fas.harvard.edu
HR Consulting Services		
Gary Cormier, Director of HR Consulting	5-5571	gcormier@fas.harvard.edu
Kathy Santoro, Director of HR Programs and Operations	5-4275	ksantoro@fas.harvard.edu
Ann Marie Acker, Senior HR Consultant	5-5532	aacker@fas.harvard.edu
Anna Anctil, Senior HR Consultant	6-2379	anctil@fas.harvard.edu
Bob Bellantuoni, Senior HR Consultant	6-1150	rbellantuoni@fas.harvard.edu
Cherie Green, Leaves Consultant	6-2553	cherie_green@fas.harvard.edu
Andrea Kelton-Harris, Senior HR Consultant	6-3141	alharris@fas.harvard.edu
Aatiyah Paulding, HR Consultant and Classification Analyst	6-5575	apaulding@fas.harvard.edu
Elise Sacchetti, Senior HR Consultant	5-7915	esacchet@fas.harvard.edu
Etaine Smith, Senior HR Consultant	6-9380	etaine_smith@harvard.edu
Sandy Stergiou, Senior HR Consultant	6-4039	stergiou@fas.harvard.edu
*Please visit www.hr.fas.harvard.edu/people for a complete list of FAS departments and centers and their consultants		
HR Programs and Communications		
Audrey Harmon, Director of HR Programs and Communications	5-8240	audreyharmon@fas.harvard.edu
Jennifer Callahan, HR Program Manager	5-4496	jcallahan@fas.harvard.edu
Sam Sweney, HR Programs and Events Coordinator	6-0196	ssweney@fas.harvard.edu
Recruitment and Talent Development		
Angela Lifsey, Director of Talent Acquisition and Development	6-8897	alifsey@fas.harvard.edu
Kim Zweig, Recruitment Consultant	4-6556	zweig@fas.harvard.edu
Chris Keller, Diversity Recruitment Consultant	5-2730	chriskeller@fas.harvard.edu
Robin Ketterer, Recruitment Consultant	5-3099	ketterer@fas.harvard.edu
Robin Tweedy, Recruitment Consultant	TBD	rtweedy@fas.harvard.edu
Jennifer Bellenoit, Recruitment Coordinator	6-4459	jbellenoit@fas.harvard.edu
Analytics, HRIS, and Compensation		
Mark Seibring, Director of Analytics and Compensation	5-5787	mseibrin@fas.harvard.edu
Diane Cox, HRIS and Compensation Analyst	6-2322	dianecox@fas.harvard.edu
Administration		
Adriana Gallegos, Department Administrator	5-4487	agallegos@fas.harvard.edu
Mckenzy Desravines, HR Coordinator	4-7465	mdesravines@fas.harvard.edu
Jeanette Sanchez Kamieneski, HR Coordinator	4-7432	jesanchez@fas.harvard.edu
Annie McGough, HR Coordinator / Special Projects	6-4224	amcgough@fas.harvard.edu
Eva Rivas, HR Coordinator	5-4877	erivas@fas.harvard.edu