

# JUDAH HAMER

## CONTACT ME

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## AREAS OF EXPERTISE

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### 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.

### Libraries

Deep experience in the ways in which libraries can support and transform individual lives and community culture.

### 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.

## APPLICATION TOOLBOX

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

## PROFESSIONAL EXPERIENCE

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### 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, Operations & Human Resources

- Completed operational assessment in support of creating a company succession plan.
- 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.

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

- Awarded State of New Jersey Joint Legislative Resolution in recognition of the Library's transformation.
- 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.

## **PROFICIENCIES**

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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**

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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

### **RUTGERS UNIVERSITY**, New Brunswick, NJ & Remote (2002-2021) **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**

- 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.

## SERVICE – LEADERSHIP POSITIONS HELD

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- **Treasurer.** New Jersey Library Association.
- **President.** Bergen County Cooperative Library System.
- **Co-Founder & Treasurer.** Green Mountain Library Consortium (VT).
- **President.** Vermont Library Association.
- **Member-at-Large.** New Jersey Library Association, Young Adult Services Division.
- **Chair.** By-Laws Committee. Bergen County Cooperative Library System (NJ).
- **Chair.** Pascack Valley Regional Library Media Articulation Committee (NJ).

## PROFESSIONAL SERVICE SUMMARY

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### STATE LEVEL

- New Jersey Library Association Strategic Planning Committee.
- New Jersey Library Association Public Policy Committee.
- New Jersey Library Association Garden State Teen Book Awards.
- New Jersey Library Association Symposium for Youth Services Committee.
- New Jersey State Library. Summer Reading Program Committee.
- New Jersey State Library. Co-Editor of *Guidelines for Services to Young Adults*.
- Highlands Regional Book Evaluation Program (NJ).

### REGIONAL LEVEL

- Policies & Procedures Committee. Bergen County Cooperative Library System (NJ).
- Reciprocity Task Force. Bergen County Cooperative Library System (NJ).
- eBCCLS Task Force (Co-Chair). Bergen County Cooperative Library System (NJ).
- Executive Director Search Committee. Bergen County Cooperative Library System (NJ).
- Rutland South Rotary (VT).
- Addison County Readers Board (VT).