



# JUDAH HAMER

## PROFESSIONAL EXPERIENCE

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### CONTACT ME

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### AREAS OF EXPERTISE

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#### People Operations & Human Resources

A strong track record in delivering on the outlook that *an organization is as strong as those who nurture it.*

#### Enablement

Deep experience in creating and curating learning and development opportunities. Strong ability to execute primary research. Excel at synthesizing data and findings in relation to organizational goals.

#### Knowledge Management

Excellent people skills for facilitating information sharing, documentation, and creating knowledge/content management structures.

#### CONSTRUCTIVE DISRUPTION, Remote & travel (2021-present)

##### Lead Consultant

- 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 C-level 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 (Bamboo).
- 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.
- Completed deep dive audience/target research.
- Provided editorial support for advertising campaigns, especially reviewing content through a DEI lens.
- Wireframed websites and landing pages.

## PROFICIENCIES

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People Operations

Human Resources

Enablement

Knowledge Management

Organizational Development

DEI Efforts

Employee Life Cycle

Talent Acquisition

Learning & Development

Teaching & Coaching

Data Analytics

HRIS Systems

Benefits and Payroll Admin

Employment Law

Research & Report Writing

Presentations

## 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

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

#### **Director**

- Completed people strategy audit to optimize staff structure and create cost savings.
- 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 all aspects of the employee life cycle.
- Managed benefits administration and compensation.
- Developed employment policies in tandem with legal counsel.
- Responsible for budget development, payroll, cost containment and oversight of all financial processes.
- Facilitated employee learning & development.
- Project-managed renovation of 25k sq. ft. facility
- Awarded State of New Jersey Joint Legislative Resolution in recognition of the Library's transformation.

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

#### **Instructor, Masters Program, School of Communication & Information**

- 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 DEI research focused on LGBTQI folks and their relationship with information.
- Curated course curricula and provisioned learning resources.
- Awarded *Faculty of the Year Award for Excellence in Online Education* from Web-based Information Science Education.

### **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.