



Trisa Kern, MNM, SHRM-CP, PI
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PROFESSIONAL EXPERIENCE

MFR Law Group PLLC, Mill Creek, WA

Consultant and Investigator

2020 – present

Experienced human resource professional providing advice and consultation, training, and thought partnership on centering and aligning diversity, equity, and inclusion in the workplace, including the creation of internal and external policies and practices, employee relations and support, equitable recruitment and retention, employee engagement, pay equity, and other professional and leadership development initiatives.

Columbia Legal Services, Seattle, WA

Director of Operations

2014 – 2020

Executive leader who advanced organization-wide, strategic human resources and operations initiatives for statewide legal services organization.

- Served as human resources department head leading human resources and business operations teams; crafted policies and practices that centered diversity, equity, and inclusion; managed employee relations and support; led recruitment, retention, employee engagement, mentorship, professional development, leadership development, training, labor-management relations, pay equity, and other organizational human resources initiatives in a 50-employee unionized environment.
- Advised and coached management and executive leadership team on employee relations, performance management, employee support and engagement, labor and employment law, difficult conversations, conflict resolution, restorative justice, and other strategies and promising practices tailored to improve individual outcomes for staff and the organization.
- Worked closely with the equity director to promote organizational diversity, equity, and inclusion initiatives that centered race equity and cultural competence in the workplace. Initiatives included race-based caucusing, talent development, performance review processes, and shifting organizational policies and practices through a race equity lens.
- Supervised three departments and up to five direct reports to ensure that organization-wide administrative, development, equity, human resources operations, and technology systems and initiatives advanced, and resources were appropriately managed and delegated.

ACLU of Illinois, Chicago, IL

Associate Development Director

2007 – 2013

Mid-level leader who advanced development, fundraising, human resources, technology, and operations activities for statewide civil liberties organization with national and local presence.

- Managed annual black-tie gala netting \$500,000 annually. Directed all event logistics, including sponsorship and ticket sales, design and production, vendor coordination, and external relations. Used data-driven metrics and analytics to track and demonstrate success.

- Advanced foundation relations for multiple philanthropic organizations including grant writing, report submission, site visits, relationship development, and annual and personalized fundraising communications.
- Served as primary information technology officer for a 30-person office, including equipment maintenance, purchasing, user setup, and managing the technology infrastructure (Exchange Server, Blackbaud Management Console, file shares, backups, and network security).
- Supervised the development assistant, interns, consultants, volunteers, and temporary staff.

ACLU of Kansas, Kansas City, MO

Operations & Programs Manager

2004 – 2007

Program-level leader charged with overseeing human resources, operations, and nonprofit management for statewide civil liberties organization with national and local presence.

- Promoted from office manager to oversee the organizational and program operations, including management of financial records, budgets, and audits for 501(c)3 and 501(c)4 organizations, maintenance of membership and development databases, and execution of educational and development programs.
- Responsible for human resources tasks, including recruitment and hiring, orientation and training, payroll and benefits administration, and delivering performance evaluations.
- Served as primary events coordinator for all fundraising and educational events, including statewide membership conferences, an awards dinner, an art auction, private parties, and educational panels.
- Supervised the administrative assistant, interns, consultants, volunteers, and temporary staff.

HUMAN RESOURCES CERTIFICATIONS AND LICENSES

Society of Human Resources Management

Certified Professional

2015

EDUCATION

DePaul University

Master's in Nonprofit Management

2013

University of Missouri

Bachelor's, English and Sociology

2003

PUBLICATIONS

Examining Unwritten HR Practices to Center Race Equity and Inclusion. MIE Journal (Winter, 2020).

Best Practices for Race-Based Caucusing in the Workplace. NHRMA Annual Conference, Portland, OR (October 2019).

Moving Beyond Business as Usual: Antiracist Recruitment and Hiring Practices. MIE Journal (Fall, 2019).

How to Write a Transition Memo: A Practical Guide. MIE Journal (Winter, 2014).