

# KELLY PECK MEDIATION, ARBITRATION AND ADR SERVICES, LLC

12 Horseshoe Lake Rd. | Huntsville, TX 77320

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## EDUCATION

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**BS**     **Oregon State University**, College of Forestry     December 2014  
Major: Natural Resources  
Specialization: Human Dimensions

## CERTIFICATIONS

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### Mediation, Arbitration and Alternative Dispute Resolution

- **Basic Mediation**
- **Advanced Mediation: Family-Divorce-Child Custody-CPS Mediation**
- **Elder and Adult Care Mediation**
- **Parenting Coordinator and Facilitator**

### Title IX Investigator

### Lean / SixSigma

## RELEVANT WORK EXPERIENCE

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**Texas A&M University**, College Station, TX

### *Employee Relations Business Partner*

**July 2017 – Present**

POSITION OVERVIEW: Provide consultative services and collaborate with employees, supervisors and administration to enhance operational and organizational effectiveness. A few areas of particular emphasis include formulating, revising and interpreting policies, regulations, succession planning, and employee relations. Additional emphasis in strategic development, organizational planning, training and development as well.

GENERAL DUTIES: Investigate complaints and appeals, facilitate mediation for employee relations issues, provide progressive discipline consultation and guidance, review termination requests, interpret and implement policies and ensure compliance.

**Oregon State University**, Corvallis, OR

### *Human Resources Consultant II*

**August 2006 – September 2017**

POSITION OVERVIEW: Provide advice and consultation to colleges and departments for the administration of HR-related applications of state and federal laws, university rules, standards, and policies. Assist the Human Resources Manager with oversight of day-to-day HR Operational functions within a business center, and provide supervisory/lead work

responsibilities for HR staff. Serve as the process expert for HR functions, serving a subset of departments and colleges across the university.

GENERAL DUTIES: Review, process and provide consultation and advice regarding HR functions. Systematically analyze problems or issues, identify the underlying causes and establish optimal solutions, and recommend process improvements, system enhancements and alternatives

#### PROFESSIONAL AFFILIATIONS

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<b>Society of Human Resource Management</b>	2018 - Present
<b>Society of American Foresters</b>	2013 - Present

#### WORK ENHANCEMENT AND DIVERSITY ACTIVITIES

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- Title IV Investigator
- Core Curriculum Training
- Journey into Leadership
- C2D Member (Committed to Diversity)
- Safe Space Training
- University Mentor
- Diversity 101 and 102 attendee and trainer

#### PROFESSIONAL AND COMMUNITY SERVICE

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<b>University Staff Council</b>	2018 - Present
<ul style="list-style-type: none"><li>• President's Advisory Council for Sustainability</li><li>• Chair, Professional Development Committee</li></ul>	

<b>Huntsville Junior Service League</b>	2017 - Present
<ul style="list-style-type: none"><li>• Treasurer</li></ul>	

#### REFERENCES

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**Wanda S. Boyd**, Director of Organizational Consulting and Resolution Management (former), Texas A&M University, [3boydsmwt@att.net](mailto:3boydsmwt@att.net), (361) 648-6139

**Clint Wolf**, Employment Relations Business Partner Manager, Texas A&M University [cmwolf@tamu.edu](mailto:cmwolf@tamu.edu), (979) 862-4027

**Jennifer Hill**, Human Resources Manager, Oregon State University, [Jennifer.Hill@oregonstate.edu](mailto:Jennifer.Hill@oregonstate.edu), (541) 737-1070