

**Carla Trice**  
Professional Mediator

carlatricemediation@gmail.com  
(281) 389-2051

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## **PROFESSIONAL SUMMARY**

**25+ years experience in Business Management, Human Resources Administration, and Accounting**

- Mediation
- Negotiation
- Alternative Dispute Resolution
- Conflict Resolution Coach
- Staff Recruitment, Development & Retention
- Employee Benefits
- Policies & Procedures
- Risk Management
- Property/Casualty Insurance
- Workers' Compensation
- Medical Case Management
- Long Term Disability Case Management
- Accounting & Finance
- Non Profit Boards
- Homeowners Association Boards
- Property Management
- Publishing & Editing
- Volunteer Program Development
- Fundraising
- Public Relations & Marketing

## **EDUCATION & TRAINING**

Mediation Certificate, Manouso Arbitration & Mediation, LLC, Houston, Texas, 2018  
*Forty (40) hours of Basic Mediation Training, designed to satisfy and exceed the interactive requirements and professional training required to mediate any and all civil cases. Skill training included transformative mediation and problem-solving.*

Attended San Jacinto, Kingwood & North Harris Colleges  
*(Accounting, Personnel Management & General Business Coursework)*

## **MEMBERSHIPS & AFFILIATIONS**

Association for Conflict Resolution – Houston Chapter, 2018-2020