

**UNIFIED PERSONNEL SYSTEM**

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To: Members of the Unified Personnel System Board  
All Appointing Authorities  
Employees of Pinellas County Government

From: Dr. Ricardo Davis, Chairman  
Pinellas County Unified Personnel Board

Date: April 28, 2016

I am pleased to announce the appointment of Holly Schoenherr, Ph.D., as Director of Human Resources for the Pinellas County Unified Personnel System. Holly comes to Pinellas County with over 15 years of human resources management experience, most recently as chief human resources officer at St. Cloud State University in St. Cloud Minnesota.

During the recruitment and selection process, Holly demonstrated the skills, experience and strategic approach necessary to lead our human resources staff and support all County departments and employees.

Holly will join us on July 18 allowing her family time to relocate to the area. Please join me in welcoming Holly and in giving her your support.

# Holly J. Schoenherr

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## *Education*

Ph. D. Higher Education Administration  
University of South Florida; Tampa, FL

Dissertation: *Beyond Academic Reputation: Factors that Influence the College of First Choice for High Achieving Students*

M.B.A. Concentrations: Management and Finance  
University of South Florida; Tampa, FL

*Internship: JPMorganChase Six Sigma Team and Merger Planning Team*

B.A. Criminal Justice  
Kent State University; Kent, OH  
Minor: Psychology

## *Professional Experience*

**Director of Human Resources**, January 2012 - present

St. Cloud State University; St. Cloud, MN

### *Responsibilities:*

- Serve as the chief human resources officer for the largest university within the Minnesota State College & Universities (MnSCU) system.
- Serve as a member of the President's Cabinet and President's Management Team.
- Serve as a key advisor to the president and other senior administrators regarding labor relations, workforce planning, and other personnel-related matters.
- Regularly draft communications for the president and respond to inquiries at his request.
- Develop the strategic goals for the Office of Human Resources as it supports the advancement of the university's mission, including continuous evaluation and improvement of structures and processes.
- Direct the implementation of effective and efficient human resource policies, practices, and systems in the context of collective bargaining agreements, board policy, and employment law.
- Responsible for comprehensive human resources support for the university, including compensation, position classification, benefits administration, employee and labor relations, recruitment and retention, training and development, reward and recognition programs, HR information systems, records management, and appointments.
- Meet with representatives from five distinct collective bargaining units on a monthly or quarterly basis to share information and discuss matters of interest.
- Engage with strategic partners and HR thought leaders across the university, across the MnSCU system; and across the human resources profession to ensure the highest quality and relevance of HR services.
- Work closely with the office of Equity and Affirmative Action to develop and implement strategies to recruit and retain a diverse workforce.
- Serve as a Deputy Title IX Coordinator for the university.
- Serve on the system-wide bargaining team to negotiate the collective bargaining agreements between MnSCU and the Minnesota State University Administrative and Service Faculty.

***Professional Experience (cont.)******Selected Accomplishments:***

- Initiated institutional efforts to positively impact campus climate and employee engagement, including leading the 2012-13 Civility Initiative and launching a partnership in 2013 with the Great Place to Work Institute to develop a comprehensive plan for improving the workplace climate for faculty and staff at all levels and areas of the university.
  - Led a Communications Strategy Team to develop and implement a strategy for sharing, internally and externally, results of the Great Place to Work Trust Index survey.
  - Coordinated the President's Listening Tour, which included visits with faculty and staff within all 20 major divisions of the institution. The purpose was to provide employees an opportunity to share their reactions to the survey and recommend action items.
  - Collaborated with the faculty-led SCSU Mediation Program to facilitate additional campus conversations about how to improve work environments and prioritize themes for immediate action.
  - Regularly updated the President's Management Team and bargaining units on progress of the Great Place to Work initiative and challenged them to identify areas for development.
  - Worked with the university vice presidents to develop the Great Place to Work Action Plan.
- Served on system-wide committee to develop the five-year MnSCU HR Strategic Plan.
- Served as a member of the MnSCU Talent Management Steering Committee and implemented automated processes to facilitate efficient and high quality onboarding experiences for new employees.
- Served on team to develop the SCSU Strategic Plan and annual Work Plans.
- Served as a strategic partner to the president and senior leadership to implement a \$10 million budget reduction.
- Appointed by the president to serve as co-chair of the 40-member Diversity Advisory Council.
- Grew the professional office staff in the Office of Human Resources by over 20% to provide additional needed expertise and services in employee/labor relations, training and development, recruitment, and international employment.
- Completed a \$200,000 office renovation to accommodate additional staff and make the Human Resources office more welcoming and functional.
- Increased the training & development budget by 500% in order to strengthen professional development among all employment groups.
- Created and implemented the Supervisor Brown Bag series, a monthly training for supervisors.
- In partnership with the Director of the Center for Excellence in Teaching & Learning, expanded New Faculty Orientation from four hours to two days.

**Director of Business Initiatives;****Executive Director of the Office of the President, October 2010 – January 2012****Rice University; Houston, TX****Responsibilities:**

- Served as the president's liaison with the university's leadership team; advised the president on institutional issues and provided him with accurate and timely reports to facilitate decision-making; advised the president on strategic communications.
- Managed strategic projects for the Office of the Vice President for Administration, including comprehensive policy review and updates; development of priorities for summer use of campus facilities; and development of a comprehensive plan for campus learning environments.
- Responsible for effective operations of the Rice Children's Campus.
- Facilitated university-wide ad hoc committees working on strategic initiatives.

***Professional Experience (cont.)***

- Supervised President's Office staff to ensure efficiency and responsiveness and the implementation and execution of strategic goals.
- Worked closely with the president and senior administrators to track progress on the execution of the university's strategy and its periodic reevaluation.
- Coordinated agendas for the president's standing meetings and committees.
- Managed the quality and timeliness of information from the President's Office.
- Tracked and ensured progress of projects and action items, including correspondence.
- Managed the President's Office budget.
- Served as a member of the Crisis Management Team.

**Special Assistant to the Provost, February 2006 – September 2010**

University of South Florida - Office of the Provost; Tampa, FL

**Responsibilities:**

- Served on the Provost's leadership team and the Council of Deans.
- Served as the Provost's liaison with deans and other academic administrators.
- Provided oversight of communications from the Provost to the University community.
- Advised the Provost on institutional issues and provide him/her with accurate and timely reports to facilitate decision-making.
- Hosted VIP visitors and facilitation of partnerships with the University on behalf of the Provost, including recent visits from the British Consulate and the Vice President of Italy-based design firm Pininfarina.
- Managed complex ad hoc projects as assigned by the Provost, including the development of INTO-USF, a joint venture for the purpose of recruiting and developing the English language and academic skills of international students.

***Human Resources Management***

- Served as the Provost's delegate on all non-faculty personnel matters.
- Managed and provided search committee support for over a dozen executive searches.
- Managed faculty, staff, and executive recruitment and retention initiatives.
- Represented Academic Affairs on the Human Resources Workgroup, charged with evaluating and developing university-wide personnel policies and procedures and responding to changes in federal and state law.
- Coordinated the annual review process for colleges and deans.
- Provided operational supervision and management of communications and work processes for twelve professional and support staff positions.
- Served as the Equal Opportunity Liaison for non-faculty positions within Academic Affairs.
- Managed employee relations issues within Academic Affairs, including discipline and layoffs.
- Worked with the Department of Human Resources on the development and launch of new processes and technology upgrades, including the launch of the university's online recruitment and position management system and well as the redesign of the university's classification system.
- Served as the Provost's designee to approve compensation and classification actions within Academic Affairs.
- Communicated with constituents within Academic Affairs regarding human resource policies and procedures as well as federal and state regulations.
- Worked with the senior vice provost for faculty affairs to plan and implement professional development workshops for faculty, department chairs, and deans.

***Professional Experience (cont.)******Financial Management***

- Administered the work of the USF System Budget Planning Advisory Committee.
- Worked with the Provost's leadership team on administration of budget reductions exceeding \$20 million for FY 2007-2008 and 2008-2009.
- Managed minor renovation budgets exceeding \$1 million.
- Served as the Provost's signature delegation for approval of personnel hires and pay increases, and for purchases of furnishings and equipment within Academic Affairs.

***Facilities Management***

- Served on the Campus Development Committee which reviews and approves the USF Campus Master Plans and proposed utilization of university space.
- Served on the Physical Accessibility Workgroup which develops and prioritizes plans for projects to meet ADA compliance.
- Worked with deans and the Office of Facilities Planning to develop the annual Capital Improvement Plan and Legislative Budget Requests for consideration by the USF Board of Trustees and the Florida Board of Governors.
- Developed programs for capital academic building projects.
- Managed Academic Affairs space allocation and maintenance issues.

**Assistant Director, Academic Support Services, Dec. 2000 – February 2006**

University of South Florida, Office of the Provost; Tampa, FL

- Developed policies and led planning efforts for determining priorities for space allocation for new academic facilities and for renovation of existing university space.
- Managed non-faculty personnel issues including complaints, layoffs, suspensions and terminations, and non-reappointments; recognition programs; salary enhancement and equity programs; position classification; and policy development.
- Managed minor renovation budgets exceeding \$1 million.
- Participated as a primary representative of the Provost's Office in various USF cross-functional work groups, including Campus Development Committee, Facilities Master Plan sub-committees, Human Resources Workgroup and Physical Accessibility Workgroup.

**Human Resources Director, Aug. 2000-Dec. 2000**

JLM Industries, Inc.; Tampa, FL

- Performed HR generalist functions at an international chemical manufacturing firm.
- Managed and administered comprehensive human resources and benefits programs for 100 domestic employees at 4 locations (Florida, North Carolina, New York and Illinois).
- Chaired the first-ever United Way campaign for the company, generating over \$10,000 and 60% participation.

**Human Resources Representative, Nov. 1999-Jul. 2000**

RJ Associates; Plymouth, MN (employee leasing firm)

- Administered comprehensive human resources and benefits programs for 500 employees from 40 client companies.
- Responsibilities included management consulting, benefits administration, data management and training.

**Owner/Manager; Feb.-Sept. 1999**

Tuck's Café; Paynesville, MN

***Professional Experience (cont.)*****Manager/ Training Consultant, Leadership and Challenge Center; Oct. 1995-Jan. 1999**Godman Guild Association; Columbus, OH

- Facilitated corporate teams towards performance improvement, utilizing techniques of experiential education and adventure.
- Provided organization development and training services to companies such as Bank One, Pfizer, Nationwide Insurance and Ashland Chemical in such areas as teamwork, communication, conflict resolution and strategic planning.
- Developed Basic Job Skills training for Welfare-to-Work participants.
- Developed business plan and received capitalization to launch Leadership and Challenge Center.
- Reported regularly to the Godman Guild Board of Trustees regarding the performance of the Leadership and Challenge Center.
- Served as a Loaned Executive for the 1997 United Way Campaign.

**Youth and Family Specialist; Oct. 1992-Oct. 1995**Godman Guild Association; Columbus, OH

Conducted after-school programs for at-risk inner city youth, performed home visits to conduct assessments and family intervention plans, created and implemented youth-centered programs.

***University Teaching Experience***

**Organizational Behavior**  
University of South Florida

**Leadership Seminar**  
Rice University

**University Experience**  
University of South Florida

**Human Resource Issues in Higher Education**  
(Graduate Level)  
St. Cloud State University

***Professional Memberships***

College and University Professional Association – Human Resources (CUPA-HR)  
Society for Higher Education Human Resources Executives (SHEHRE)

- Board of Directors 2014-2017
- Secretary/Treasurer 2015-2017

Society for Human Resource Management (SHRM)

- SHRM-SCP Certification 2015-2018

***Conference Presentations***

Our Culture Change Journey; Society for Higher Education Human Resource Executives, March 2015

HR's Role in Facilitating a Culture of Civility; CUPA-HR Midwest Region Conference; May 2013