

VITAE
LINSEY C. WILLIS, D.P.A., SPHR
779 St. Albans Drive, Boca Raton, FL 33486
Office: (561) 750-8669 **Fax:** (561) 391-5077 **Cell:** 561-451-7127

BIOGRAPHICAL SKETCH

Dr. Willis is President of L.J. CRAIG & Associates Inc., a management and organizational consulting firm, which is the culmination of thirty-four (34) years of Human Resources and management experience. The firm specializes in the design and delivery of “*People Management Systems*” including but not limited to employee training, the design and administration of assessment centers, structured-behavioral interviews, written exams, organizational development, performance management systems, coaching for promotional testing and job analysis. Some training programs are; *Eight Steps To A Winning Corporate Culture, Developing a Leadership Mindset, and Compensation Overview Program for HR Managers.*

The custom designed products and programs follow an in-depth needs assessment, are tailored to each organization’s culture, and adhere to legally defensible principles. Her firm’s clients represent a diverse mix from the public, private and not-for-profit sectors in the U.S., the Caribbean, Thailand and Dubai, U.A.E.

Dr. Willis also serves as an expert witness for attorneys in the employment law and personal industry disciplines. She has worked on cases for the public and private sectors throughout the United States.

Linsey is a full-time instructor for Florida Atlantic University at the Barry Kaye College of Business - Department of Management., She teaches management and HR undergraduate and graduate courses. She also teaches for the Office Depot Center for Executive Education for the College of Business (i.e., HR Certificate and Advanced HR Certificate programs).

Prior to her full-time employment at F.A.U. for ten (10) years, Linsey was a highly regarded adjunct faculty member at the H. Wayne Huizenga School of Business & Entrepreneurship at Nova Southeastern University, and taught a variety of graduate Human Resources and Management courses. She designed and regularly taught an eight (8) hour workshop, “Interviewing Skills” for all one (1) year M.B.A. students.

Linsey’s past extensive experience teaching graduate students and conducting seminars took her to Thailand, Jamaica, and the Bahamas, as well as all over the United States.

Dr. Linsey Willis graduated with honors with a Doctorate in Public Administration from the H. Wayne Huizenga School of Business & Entrepreneurship of Nova Southeastern University. She holds an M.A. degree in Forensic Studies from Indiana University, and also graduated with honors from Florida Atlantic University with an M.P.A. degree. Linsey received her Bachelors degree in Political Science from the University of Kentucky, Lexington, KY and her A.A. degree

from Colby-Sawyer College, New London, NH. The Human Resources Certification Institute of the Society of Human Resource Management certifies her as a Senior Human Resources Professional (SPHR).

Her 34-year career includes three years as a Director, Human Resources for the Clerk of the Circuit Court 15th Judicial Circuit in Palm Beach County, Florida and eight (8) years in the Palm Beach County Employee Relations & Personnel Department as Manager of Recruitment & Selection. She was instrumental in designing and implementing the Dade-Miami Criminal Justice Assessment Center at the School of Justice and Safety Administration in Miami, Florida from 1981-84.

EDUCATION

1998, *Nova Southeastern University*, H. Wayne Huizenga School of Business and Entrepreneurship, Ft. Lauderdale, Florida, Doctorate in Public Administration.

Dissertation: A cross-organizational and across-job analyses of the match/non-match concept of situational leadership in a metropolitan police department and a private security organization.

G.P.A. - 3.73

1990, *Florida Atlantic University*, Boca Raton, Florida, Masters in Public Administration (M.P.A.) Elective Concentration: *Human Resource Management* **G.P.A. - 3.64**

1980 M.A., Forensic Studies, *Indiana University*, Bloomington, Indiana,

Masters Thesis: An empirical classification of the female offender - Cross validation of the widom typology. (**Fellowship/Assistantship**)

1978 B.A., Political Science, *University of Kentucky*, Lexington, Kentucky

1976 A.A., Liberal Arts, *Colby-Sawyer College*, New London, New Hampshire

VISITING INSTRUCTOR EXPERIENCE

Florida Atlantic University (August, 2004 - 2007 and 2007 - Full-time Visiting Instructor - College of Business - Department of Management, Entrepreneurship and International Business and Executive Education Department, Boca Raton, FL

Undergraduate courses:

Cross Cultural Human Relations & Negotiations, Personnel Administration, Human Resources Development

Graduate course: Organizational Behavior

Certificate Program: Advanced HR and Human Resource Management

ADJUNCT INSTRUCTOR EXPERIENCE

Nova Southeastern University (1998 - 2008 spring)

H. Wayne Huizenga School of Business & Entrepreneurship, Ft. Lauderdale, FL

Taught the following graduate MBA, Masters of Science in HRM and Masters of Science in Leadership courses: Managing Human Resources, Measuring Human Resources, 21st Century Management, Contemporary Leadership Research, Special Topics In Human Resources, Leadership: A Behavioral Science Approach, Employee Health & Rewards Systems, Human Resources Development, and Advanced Organizational Development.

Lynn University (1998 - 2005), College of Business & Management, Boca Raton, FL

Taught the following undergraduate courses as needed: Human Resource Management, Training & Development, Strategic Compensation. Wrote the curriculum for all three courses and prepared power point materials.

Barry University (2001 - 2005), Adrian Dominicus School of Education, Miami Shores, FL

Taught at least once a year the following graduate courses as needed: Human Resources Development Consulting, Financial Management for Human Resources. Wrote curriculum for both courses and prepared power point materials.

PROFESSIONAL EXPERIENCE

President and owner of management and organizational consulting business
L.J. Craig & Associates, Inc. (1997 - present), Boca Raton, FL

Director, Human Resources, Clerk of the Circuit Court (12/93 - 11/96)
15th Judicial Circuit, Palm Beach County, W.P.B., FL

Manager, Recruitment and Selection, Board of County Commissioners (08/85 - 12/93)
Employee Relations & Personnel Department, Palm Beach County, W.P.B., FL

Coordinator, Testing & Assessment, Board of County Commissioners (07/84 - 08/85)
Employee Relations & Personnel Department, Palm Beach County, W.P.B., FL

Senior Staff Associate, School of Justice and Safety Administration
Dade-Miami Criminal Justice Assessment Center (06/81 - 06/84)
Miami Dade Community College, Miami, FL

Security Management Trainee (Auditor/Investigator), Burdines and Burdines Service and
Distribution Center (06/80 - 06/81) Miami, FL

PUBLICATIONS

Author of *Critical Thinking Application 5-A: Freeman et al. v. The New Oxford Fire Department* in Human Resource Management An Experiential Approach, 6th Edition by H. John Bernardin and Joyce E.A. Russell (2013), pp. 561-565.

Author of *Strategies and Methods for Competency-Based Selection and Leadership Development: Four Case Studies*, in *Current Practices, Insights and Perspectives*, the 2006 Pfeiffer Annual Human Resource Management (editor, Robert C. Preziosi).

Author of *Recent Research on the Performance Management Process, Three Case Study Applications and Recommendations* in the 2007 Pfeiffer Annual Human Resource Management (editor, Robert C. Preziosi).

CERTIFICATIONS

Completed CEL 1001: eLearning Designer and Facilitator Certification Course, Florida Atlantic University, Center for eLearning, July, 20, 2012

Senior Professional in Human Resource Management (SPHR) - Human Resources Certification Institute

Trained/Certified Assessor: Assessment Designs International & O'Leary, Brokaw & Associates. Received over 180 hours of training in assessment center techniques e.g., job analysis, data analysis, questionnaire design/administration, assessor training etc. Received 40 hrs. of advanced instructor training from F.B.I. Academy staff.

EDITING EXPERIENCE

Co-editor of the 2003 and 2011 (13th) editions of the college textbook, Human Resource Management by Mathis & Jackson.

Dissertation Committee Member Work for the H. Wayne Huizenga School of Business Doctoral Program includes the following titles:

Apiradee Amnuckmanee: Self-Perceived Leadership Styles of Chief Faculty Officers at Kasetsart University During Reforming Period from Public to Autonomous University in Thailand.

Chwen-Li Chang: Investigating Leader-Member Exchange and Team-Member Exchange as Moderators of the Relationship between Transformational Leadership Practices and Team Effectiveness.

Odessa D. Evans: An Examination of the Relationship between Organizational Trust and Organizational Commitment in the Work Force.

Edeta Roofe: The Value Orientation of Jamaican Students in the United States of America and Jamaica.

Lynn University Ph.D. Program:

Eugene G. Savage: Examining the Post September 11, 2001, Practices of Accredited and

NonAccredited Law Enforcement Agencies in the Aspects of the Training, Legal Service Delivery.

CONFERENCE AND PAPER PRESENTATIONS

Keynote speaker at the C.A.R.E. (Cooperative Association of Resort Exchangers) 48th Annual Conference, Chula Vista Resort, Wisconsin Dells, WI. May 2-5, 2009. Topic: **Surviving the Economic Downturn Strategically: Getting It on Paper Gets Results.**

Speaker at the National Association of Women Law Enforcement Executives (NAWLEE) 10th Annual Conference in Houston, TX, August 4-7, 2005. Presented a workshop entitled: **Police Recruiting: Is there a Bright Light?**

Invited speaker at two Renaissance Executive Forums, quarterly meetings in W.P.B. FL. Presented workshops entitled **Staffing/Recruiting Key Employees.** June 8th and June 15th, 2005.

Speaker at the 32nd International Congress on Assessment Center Methods: 2004. Presented a paper entitled: **Success Strategies for Designing and Administering Assessment Center Processes** with Patrick Maher. Caesars Palace, Las Vegas, NV, October 5-8, 2004. (Development Dimensions, Int'l).

Invited speaker for Personnel Law Update 2001, presented paper entitled: **Handling Workplace Violence: A Collaboration Approach to Protecting Your Organization from Liability & Your Employees from Harm.** Council on Education in Management, Orlando FL, July 24-25, 2001.

Panelist for **Women. Future - The World of Business in The New Economy...**It's a Whole New Conversation (TM), for WXEL Radio and NAWBO, Live Global Web cast event - April 5th, 2001, Boynton Beach, FL.

Guest speaker for Treasure Coast Chief's of Police and Sheriff's Association monthly luncheon meeting, January 18th, 2001, Fort Pierce, FL Presented topic: **Recent Trends in Police Testing, Court Cases, and Recommendations and Response.**

Invited speaker for Miami Dade Chief's of Police Association monthly luncheon meeting, December 7, 2000, Miami Shores, FL Topic entitled: **Recent Trends in Police Testing, Court Cases, and Recommendations/Response.**

Participated on panel presentation/discussion at the 28th Annual International Congress on the Assessment Center Method, May 1-4, 2000, San Francisco, CA entitled: **Issues and Problems with Public Sector Assessment Centers** (Development Dimensions, Int'l) with Dr. Pat Maher, and Rick Michelson.

Invited speaker for workshop at the National Association of Women Business Owners, Mid-Winter Annual Conference in Orlando, FL February 16-20, 2000. Workshop title: **How to Keep People motivated and performing well.**

Presented paper at the 27th Annual International Congress on the Assessment Center Method, June 1-4, 1999, Orlando, FL entitled: **Maintaining Professional A.C. Standards in an Era of Declining Budgets and Interest: What Does Recent Literature Say?** (Development Dimensions, Int'l).

Invited speaker at the Annual Statewide NOW conference - January 24-25, 1998, Gainesville, FL Presented: **An Overview of Sexual Harassment Affecting Women in the Workplace.**

Wrote and presented paper with William R. Allen, Ph.D., at the Northeast Decision Sciences Institute 27th Annual Meeting, Back Bay Hilton, Boston, MA, March 25-27th, 1998 entitled: **A Critical Assessment of Situational Leadership Theory.**

Invited speaker at the Annual International Association of Chiefs of Police Assessment Centers and Selection Issues Conference - December 3-6, 1996, New Orleans, LA. Presented: **A Review of Some Recent Research on Assessment Center Technology.**

Speaker at the 22nd Annual International Congress on the Assessment Center Method, August 26-29, 1994, San Francisco, CA Presented: **A Validation Study of Multiple Selection Techniques.** (Development Dimensions, Int'l).

Presented paper at the IPMA Assessment Council Annual Conference, June 24-28, 1990, San Diego, CA, entitled: **A Follow-up to the 1986 Criterion Validity Study on Palm Beach County's 1986 Fire Lieutenant Assessment Center.**

Speaker at the International Personnel Management Assessment Council Annual Conference, June 20-24, 1993, Sacramento, and CA. entitled: **Total Computerization of Adverse Impact Analysis and Requisition Tracking Processes.**

Invited Speaker at the International Personnel Management Association monthly luncheon - November 20, 1992 Presented: **Test Validation and the Americans with Disabilities Act.**

Guest luncheon speaker at the Palm Beach Rotary Club, August 27, 1992 Palm Beach, FL entitled: **The Key to Productivity in Organizations is a State of the Art Management Selection, Promotion and Development System.**

Presented paper at the 18th Annual International Congress on the Assessment Center Method, March 13-16, 1990, Anaheim, CA, entitled: **A Criterion-related Validity Study on Palm Beach County's 1986 Fire Lieutenant Assessment Center: Does it predict Future Job Success?** (Development Dimensions, Int'l).

Presented workshop with County Administrator, Budget Director and County Commissioner, at

the Mid Legislative Conference, Florida Association of Counties, February, 1988, Jacksonville, FL, entitled: **Top Management Selection: Guessing Game or Artful Selection?**

Made presentation to the 19th Annual Southeastern American Society of Public Administration, October 7-9, 1987, New Orleans, LA, entitled: **The Behavioral Interview as an Innovative Approach for Selecting Top Management: the Process in One County.**

Co-presented paper with Dr. Larry O'Leary at the IPMA Assessment Council Annual Conference, June 28- July 2, 1987 Philadelphia, PA, Entitled: **A Newly Consolidated Fire District and the Union Representing Ten Former Departments Develop and Implement Three Promotional Processes Involving Assessment Centers.**

Made two presentations at the Third International Conference on Assessment Centers for Police, Corrections and Fire Services, April, 1986, Miami, FL entitled: **Developing Skill Dimensions from Job Analyses: Hands-on Experience, and The Design, Development and Implementation of Palm Beach County's District Fire Chief Assessment Center - A Model for Further Assessment Center Usage in Palm Beach County.**

Made presentation at the First International Conference on Assessment Centers for Police, Corrections and Fire Services, April, 1984, Miami, FL, entitled: **Critical Steps in the Development of a Line Entry Assessment Process.**

Presented paper with Robert H. Mendoza, Jr. at the 1982 Academy of Criminal Justice Science meeting in Louisville, KY, March, 1982 entitled: **Dade-Miami Criminal Justice Assessment Center: a Non-Traditional Approach to Selection and Promotion of Criminal Justice Personnel.**

Designed study, wrote paper and made presentation for the City of Miami Police Department, December, 1981. entitled: **A Cost Effectiveness Study Examining Attrition for Basic Law Enforcement Classes 23-55, June, 1975 -December 1981.**