UNMC Human Resources Org Chart

Sarah Gloden Carlson
Assistant Vice Chancellor, Director of Human Resources

Carmen Sirizzotti
Associate Director, Human Resources
Director of Compensation, Staffing, HRIS & Payroll Title IX Coordinator

TBD
Title IX Investigator

Alice Weyant
Compensation Administrator

Kris Hammond
HRIS BUSINESS SYSTEMS Coordinator

Daniel Carlson
Specialist/Analyst

Suzette Brown
Manager, Payroll

Michael Miller
Manager, Talent Acquisition Specialist

Debra Motl
Manager, Employee Relations

Cierra Johnson
Employee Relations Specialist

Giovanni Jones
Employee Training & Development Specialist

TBD
Employee Training & Development Specialist

Amanda Rasco
Benefits Manager

Kris Swan / Kelly Rasmussen
Child Development Center Managers

Linda Cunningham
Associate Director, Human Resources
Director of Employee Relations, Benefits, Organizational Development, Diversity & Child Development Center

Debra Motl
Manager, Employee Relations

Evelyn Grisby
Employee Relations Programs Coordinator

Cierra Johnson
Employee Relations Specialist

Giovanni Jones
Employee Training & Development Specialist

Amanda Rasco
Benefits Manager

TBD
Benefits Specialist

Julia Miller
Benefits Specialist

Lead Teachers

EAP
Arbor Family Counseling
On-site, Off-site

Zoom, Webex 24/7

Michelle Coe
Administrative Associate II

TBD
Title IX Investigator

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Michelle Coe
Administrative Associate II
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Staffing, Compensation, HRIS & Payroll:
• Recruitment & Advertising
• Position Postings, Applicant Assistance & Testing
• Temp and Non-Faculty Volunteers
• Pre-Placement Physicals
• Background Checks & T&R Certifications
• Driving Records Review
• HR Records Management (SAP & ADIS)
• Hiring & Separation Paperwork
• I-9 & E-Verification
• Employee & Dependent Scholarship
• PeopleAdmin Administration
• Payroll Processing
• ESS Time Support
• NU Values Administration
• Position Design Consultation
• Classifications & Reclassifications
• HRIS Reports
• SAP HRIS, Firefly Support & Security
• HRIS Site Design & Maintenance
• RIF & Grant Expirations
• Title IX Office Investigations, Training & Initiatives

Employee Relations:
• Reward & Recognition
• Organizational Development
• Leave of Absence, FMLA
• Reasonable Accommodation
• Policy & Procedure Interpretation & Training
• Federal & State Employment Law
• Compliance
• Affirmative Action & EEO
• Conflict Resolution/Problem Solving
• Harassment, Discrimination, & Performance Management
• Grievance Process
• New Employee Orientation
• Engagement & Exit Surveys
• Unemployment & Workers Compensation

Benefits:
• Medical, Dental & Vision
• Prescription Drug Program
• Life Insurance
• Long-term Disability Insurance
• Pre-tax Flexible spending accounts
• Retirement (401a, 403b, & 457b)
• Long term care
• ACA Compliance
• Individualized assistance with insurance enrollment, changes of all benefits and retiring employees
• Coordination of Fidelity & TIAA activities
• Educational Presentations

Child Development Center:
• Ages 6 weeks-7 years
• Meals provided: breakfast, lunch & afternoon snack
• Full time hours 6 AM-6 PM
• Open Door Policy

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