

**Sarah A. Fredrickson**  
**Professional Profile**

*Sarah A. Fredrickson, Director, Workforce Insights, Mayo Clinic, Rochester, Minnesota*

**WORK EXPERIENCE**

***Director, Workforce Insights***

***Mayo Clinic – Rochester, MN -- 02/14 – Present***

- Leads and develops workforce analytics, research and reporting capabilities at Mayo Clinic
  - Supports Mayo Clinic leadership and colleagues with data driven insights to make recommendations, evaluate workforce programs, policies or practices and improve workforce related decisions
- Oversee and support Workforce Planning efforts within the organization
- Provides daily leadership, support and guidance to Workforce Insights employees within the Mayo Clinic enterprise
- Participates in planning within the Human Resources team and section
- Facilitates group processes and team building; Partners with Human Resources leadership to ensure alignment within and across other areas
- Leads and participates in planning and implementation of quality and continuous improvement processes
- Responsible for enhancement of workforce analytics, research and reporting processes and systems
- Partners with leadership to plan and implement short and long term strategic planning initiatives
- Provide support and guidance on various Human Resources related issues
- Provides mentorship and coaching to employees

***Director, Human Resources***

***Mayo Clinic Health System – Owatonna, MN -- 04/13 – 02/14***

- Provided daily leadership, support and guidance to 4 employees (4.0 FTE) supporting the I35 Corridor
- Participated in Human Resources planning within the Southeast Mayo Clinic Health System region
- Lead and participated in planning and implementation of regionalization and integration initiatives
- Supported physician leadership, reinforcing human resources support models for physicians
- Partnered with corridor leadership team to plan and implement short and long term strategic planning initiatives
- Provided support and guidance on various Human Resources related issues
- Acted as a mentor and coach to employees

***Manager, Human Resources***

***Mayo Clinic – Rochester, MN -- 05/11 – 04/13***

- Provided daily leadership, support and guidance to 13 employees (12 FTE)
- Acted as a mentor and coach to employees
- Partnered with employees to resolve questions or concerns; collaborated on department requests/projects

- Participated in Human Resources section planning and staffing
- Provided support and guidance to employees and managers on various Human Resources related issues
- Partnered with Administrator and department leadership to plan and implement short and long term strategic planning initiatives (e.g. department succession plan, long term space, FTE planning)
- Built relationships with consultant staff leaders to reinforce human resources support models with physicians and scientists
- Provided guidance and interpretation of policies, procedures and guidelines
- Consulted with Human Resources team members to share knowledge and experiences to administer consistent interpretation of policies and practices
- Actively participated in department meetings in Human Resources and service partner assignments
- Participated in department and institutional task forces
- Co-Chair, Standardized Policy Committee (2011 – 2012)

***Senior Service Partner, Human Resources  
Mayo Clinic – Rochester, MN -- 09/08 – 05/11***

- Provided support and guidance to employees and managers on various Human Resources related issues
- Partnered with Administrator/department leadership to plan and implement short/long term strategic initiatives
- Built relationships with consultant staff leaders, reinforcing human resources support models with physicians and scientists
- Acted as a mentor and coach to employees and department leadership
- Provided guidance and interpretation of policies, procedures and guidelines
- Partnered with staffing specialists to resolve questions/concerns; collaborated department requests/projects
- Consulted with Human Resources team members to share knowledge and experiences to administer consistent interpretation of policies and practices
- Actively participated in department meetings in Human Resources and service partner assignments
- Participated in department and institutional task forces
- Chair, Rochester Employee Policy Committee (2010 – 2011)

***Service Partner, Human Resources  
Mayo Clinic – Rochester, MN -- 07/07 – 09/08***

- Provided guidance and support in recruitment and selection efforts for Department of Research assignment
- Supported Mayo Collaborative Services Operations, partnering with administrators and managers to resolve Human Resources related issues
- Provided support and guidance to employees and managers on various Human Resources related issues
- Partnered with staffing specialist to resolve issues/questions
- Consulted with group members; shared knowledge and experiences to administer consistent interpretation of policies and practices
- Provided training and education to managers and departments as needed
- Summer Employment Program Coordinator

***Senior Salary Analyst  
Mayo Clinic – Rochester, MN -- 03/03 – 09/08***

- Provided support, consultation and expertise with Human Resources partners and departments regarding salary administration issues
- Assisted in designing of variable pay programs
- Managed various salary administration activities within assignment
- Coordinated development and creation of salary survey source process and tools
- Maintained salary administration section internal web site
- Participated in various institutional task force and project team groups, department meetings
- Taught Human Resources Education and Development classes

***Client Service Supervisor***

***Spherion Staffing Solutions – Albert Lea, MN -- 11/01 – 03/03***

- Accountable for ensuring the availability of qualified flexible employees through appropriate recruiting and skill matching to achieve client satisfaction
- Recruited, interviewed, made hiring decisions, and conducted new employee orientation of flexible employees
- Managed flexible employees as appropriate
- Performed daily financial activities (payroll, accounts payable, accounts receivable, collections)
- Communicated and coordinated the various aspects of branch operations required to ensure compliance with established policies and procedures, as well as local, state, and federal laws and guidelines (worker's compensation, unemployment, etc.)
- Responsible for business development; identify new business opportunities
- Participated in local professional and business organizations

***Human Resources Representative***

***Albert Lea Medical Center – Albert Lea, MN -- 06/97 – 11/01***

- Interviewed and recommended potential candidates for employment
- Assisted in the development, analysis and implementation of Wage and Salary program
- Advised employees, supervisors, and administration in various areas related to Human Resources
- Assisted in development and maintenance of job descriptions
- Lead small group training sessions on various topics in Human Resources
- Coordinated employee Service Recognition Program
- Facilitated New Employee Orientation

**EDUCATION**

*St. Mary's University of Minnesota --Minneapolis, MN*

- Master of Arts in Organizational Leadership --

*Minnesota State University -- Mankato, MN*

- Bachelor of Science Degree
- Major: Business Management, emphasis in Human Resources Management, Minor: Economics

*WorldatWork*

- Certified Compensation Professional

***Mayo Clinic Quality Fellow, Silver Certification***

**PROFESSIONAL AFFILIATIONS OUTSIDE OF ASHHRA**

Church Committee Membership (2013-2014)

Kasson Mantorville Nursery Group Board (2012-2014)

**ACCOMPLISHMENTS AT ASHHRA NATIONAL/REGIONAL/CHAPTER LEVEL**

Regional Director, ASHHRA Board of Directors (2015-2016)

ASHHRA, 2015 HR Visionary Leader Award Recipient

ASHHRA, 2011 Human Resources Leader Award Recipient

ASHHRA Conference Planning Committee (Austin, TX)

ASHHRA Region 6 Regional Consultant (2013-2014)

ASHHRA Regional Director (2015-2016)

ASHHRA Outstanding Chapter Achievement Award

ASHHRA Outstanding Chapter Officer Award MN State Chapter (HHRAM)

Secretary MN State Chapter (HHRAM)

President MN State Chapter (HHRAM)  
Education Coordinator MN State Chapter (HHRAM)  
At Large Board Member Submitted MN (HHRAM)  
Chapter Management Awards

**CANDIDATE STATEMENT**

As the ASHHRA Regional Director, I have a strong commitment and connection to the ASHHRA organization through the established mission, vision and values. The Regional, Chapter and Member Services Committee is a critical team that supports affiliated ASHHRA chapters in a pivotal way. I would be honored to continue as a leader in these capacities, as I have a strong interest in the development and success of our state chapters, supporting our regional consultants in each region to achieve success. In an ASHHRA member at large role, I have a strong commitment and connection to the ASHHRA organization through the established mission, vision and values. There is a critical need to ensure the organization understands the various needs of hospitals and health care systems; I have a strong interest in supporting the ASHHRA organization by way of this leadership role, translating the needs of organizations and members to achieve success.