

RICHARD C. HUNTER, ESQ., SPHR

24 Church Street
Watertown, MA 02472

Tel: (617) 924-6557

hunter.esq@verizon.net

Strategic Management ~ Organizational Transformation ~ Values-Based Leadership

Seasoned business executive and Human Resources generalist with Law degree and OD orientation, focused on creating enterprise solutions through human capital and translating operational imperatives into HR strategies for competitive advantage and increased profitability. Bilingual in French and Spanish, with experience supporting international operations.

COMCAST CABLE COMMUNICATIONS, INC., Manchester, NH (2006 to 2008)

Comcast Cable Communications is a Fortune 100 telecommunications and services company with 90,000 employees and \$26 billion in revenue, headquartered in Philadelphia, Pennsylvania.

Division Director, Human Resources

- ◆ Strategic HR Leader in the largest division (15,000 employees) of Comcast working in a matrix leadership model.
- ◆ Managed a team of HR Business Partners to provide strategic business support to Shared Services client groups in Engineering, I.T., and Advanced Services including OD interventions, Succession Planning, Change Management, Performance Coaching, Employee/Labor Relations, and Total Compensation.
- ◆ Played key role in re-engineering employee groups to enhance network reliability, product delivery, fault recovery, and customer satisfaction/retention. Reduced first-responder time by 46% and reduced truck rolls by 73%, resulting in savings for on-call, overtime, and special-response pay, totaling nearly \$300K in first year.
- ◆ Division Lead for Talent Acquisition, Employment Branding, Metrics/Analytics, and HR Scorecard reporting. Reduced open positions by 37% in three (3) months and cut \$200K labor expense from budget. Introduced strategic advertising model, saving 20% on an annualized basis.

WHITEHEAD INSTITUTE FOR BIOMEDICAL RESEARCH, Cambridge, MA (2004 – 2006)

A premier biomedical research and development organization with 570 employees and an operating budget of \$120M.

Vice President & Chief Human Resources Officer

- ◆ Senior HR executive for the Institute, chartered with rebuilding and redesigning HR structure, policies, programs and systems, implementing Lawson HRIS, conducting compliance audits, and recalibrating total compensation plans for multiple employee and affiliate groups. Restructured the HR department, saving nearly \$250K in labor costs the first year and \$750K in overpaid and uncollected employee contributions and vendor premiums.
- ◆ Key advisor to CEO to restructure senior management governance, aligning the Institute's funding and activities to a transformational vision of change, resulting in cost savings of \$665K and more operational agility in responding to the challenges of sponsored research.

ATEX MEDIA SOLUTIONS, INC., Bedford, MA – Tampa, FL – Bethesda, MD (2000 – 2003)

Atex is a global developer of digital solutions for the print and electronic advertising media markets (large daily newspapers, magazines and classified advertising brokerages) with 500 employees in 12 countries, and \$60 million in revenues.

Vice President, Human Resources – The Americas/Corporate

- ◆ Led the HR functions of the start-up and divestiture of a wholly-owned subsidiary, including pre-IPO mobilization, and successfully integrated the HR functions of two acquired companies, saving nearly \$600K in costs in the first year through the elimination of co-employer relationships (PEOs) and centralization of HR service delivery.

ATEX MEDIA SOLUTIONS, INC. (*cont'd*)

- ◆ Drove the global implementation of corporate HR policies and programs, including rollout of Leadership Development for key executives and managers throughout the company as well as management education in all aspects of business planning and HR management, resulting in more cohesive line management and work teams. Initiated Succession Planning in global business units to ensure long-term viability of the business.
- ◆ Designed and installed new compensation and benefits plans, Executive Compensation, market-based pay, alternative reward strategies, including cost-benefit analysis, resulting in more competitive alignment with external markets and enhanced recruitment and retention.
- ◆ Administered global stock program; Revalued stock options and instituted Phantom Stock program to retain key executives and key talent during period of company valuation for merger, acquisition or sale.
- ◆ Performed dual role as Corporate Counsel for general business matters, including Immigration petitions, Visas, Sales Contracts, NDAs, Joint Venture Agreements, Software Licensing Agreements, etc.

HUMAN RESOURCES CONSULTANTS & ADVISORS, Boston, MA (1997 – 2000)

HRC&A is an HR/Legal consultancy focusing on business planning, compliance, interim executive support, organizational transformation, employee relations and related litigation support.

Principal

- ◆ Key advisor to senior executives on strategic and operational human capital and business initiatives as consultant to major life sciences companies such as **Genzyme Transgenics Corporation** and **Primedica Pharmaceuticals**. Consulted on the design of broadband compensation programs for **McKinsey & Company**.
- ◆ Interim HR executive for **UMassMemorial/Health Alliance of Central Massachusetts**, a 2,500-employee, six-company healthcare corporation, with \$550 million in revenues, led post-merger transition to new management and conducted human resources audits and management redesign for business units. Negotiated and administered seven (7) collective bargaining agreements, staff management and deployment, and compensation and benefits enhancements.
- ◆ Special consultant to **The Omni Group**, a major employee relations and union avoidance consulting firm, on employee satisfaction inventories and strategy planning, union organizing campaigns, HR functional audits, and management education. Conducted HR/Organizational Effectiveness audits to identify performance gaps. Developed organizational interventions for change, realignment, and employee development.

BOSTON MEDICAL CENTER, INC., Boston, MA (1995 – 1997)

Formed by the historic merger of University Hospital and Boston City Hospital, Boston Medical Center is a tertiary, specialty, and acute care, academic medical center affiliated with Boston University Medical School, with 582 licensed beds, 5,000 employees and operating revenue of \$900 million.

Director, Human Resources

- ◆ Directed HR staff of 31 with operational responsibility for comprehensive Human Resources programs.
- ◆ Played key role in negotiating new contracts for five (5) unions and nine (9) bargaining units in the merger. Acted as co-chief spokesperson for technical, service, and administrative collective bargaining negotiations.
- ◆ Negotiated new jobs and job training programs to fulfill a \$400K grant from the DOL to minimize effects of redundancy in the merger, resulting in higher-level skills training and certification of over 50 employees in the first six (6) months.

- ◆ Drove post-merger HR integration to align business units with new practices and ensure continuity of operations in accordance with new collective bargaining agreements. Began cultural change initiatives through employee engagement campaigns, cross-utilization staffing models, and led “seed” groups to act as ambassadors for the new entity, its mission and culture.

HARVARD COMMUNITY HEALTH PLAN, INC., Brookline, MA (1987 – 1995)

HCHP was a managed-care and IPA with 7,000 employees and \$1.5B in revenues, with multiple locations in four states. It was the progenitor of the organizations now known as Harvard Pilgrim Health Care, Inc. and Harvard Vanguard Medical Associates, Inc.

Human Resources Legal Counsel and Manager, Labor & Employee Relations (1991 - 1995)

- ◆ Reporting jointly to the General Counsel and SVP of HR, ensured the legal sufficiency of comprehensive executive, managerial, professional, union and non-union employment matters, and represented the company in proceedings before State and Federal courts and Administrative Agencies, resulting in annual savings to company of an \$300K in legal fees and related costs.
- ◆ Developed and delivered specialized training on Managing in the Changing Organization, Communication Skills for Managers, Fundamentals of Employment and Labor Law, and Sexual Harassment Prevention.
- ◆ Drove an internal dispute resolution rate of 98% and a 92% success rate in outside arbitration and litigation.

Human Resources Manager (1988 - 1991)

Compensation and Benefits Officer (1987 - 1988)

Education and Certifications

J.D., Suffolk University Law School

M.M., Boston University

B.M., magna cum laude, University of Florida

Certificate, Harvard University Program on Mediation and Negotiation

Diploma, Institute of Applied Management and Law, Newport Beach, CA

Senior Professional in Human Resources (SPHR), Human Resources Certification Institute

Legal Practice

Admitted to the practice of Law in State and Federal courts in the Commonwealth of Massachusetts.

Publications and Teaching

- ◆ Contributing author, *The Flexible Benefits Plan Forms Book* (Panel Publishers, 1998)
- ◆ *Communication Skills for Managers In High Performance Organizations* (1998)
- ◆ *Fundamentals of Labor and Employment Law for Managers* (1993)
- ◆ Adjunct Professor, Suffolk University, Boston, Massachusetts (2001 to present)
Teach courses in Labor/Employment Law, Compensation, Benefits, and Action Research Methods