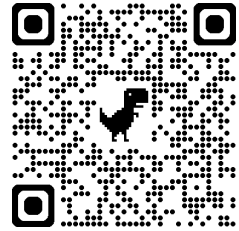




Careers In Transition Ministry



Visit our website:

Go to St. Philip Neri in Fr. Mill, SC. Then under the “menu” go to “get involved,” “service and outreach,” and then scroll down to “Careers in Transition.” Click the link to find valuable resources or scan the QR code.

Who are we?

We are professionals from the St. Philip Neri parish and community who have volunteered to help you with your career transition. A list of our CIT mentors and their backgrounds is included in this document in the Job Search Resources section.

When do we meet?

The group meets on the 2nd and 4th Monday of each month at 7PM in the Gathering Room (Café Room) of the main church level of St. Philip Neri (SPN) Catholic Church, 292 Munn Road, Ft. Mill, SC.

How can you participate?

Attend a meeting and complete the Registration Form during your first or subsequent visit. You will receive an invitation to our LinkedIn Group. Joining is voluntary and you can unsubscribe at any time.

What does CIT offer?

We offer free support, encouragement, advice, skill building, and networking strategies and opportunities. We also offer an SPN CIT mentor and tools to help you get started on your career search journey. This document is organized within the three major categories as shown below. There are resources for each category which can be used as a checklist for your job search.

Communication Tools

- Exit Statement
- Position Statement
- Resume
- Marketing Plan
- Business Cards

Job Search Resources

- Linked In (LI)
- Carolina Works
- Career Networking Groups
- Charlotte Business Journal
- Book of Lists
- Job Boards
- Recruiters
- CIT Mentor

Job Search Tools

- Networking
- Interview Preparation Guide

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How can I get started?

This document will introduce you to communication tools and examples that will assist you for various interactions with contacts and prospective interviewers. Review the following and develop notes to help prepare you for either phone or in-person interviews.

Communication Tools

Exit Statement: a response to questions such as: “Why did you leave your last employer” or “What were the circumstances under which you departed your last job?” It is important that you practice this statement to make sure you feel confident and positive when talking about it. Speak on a business level and do not convey any emotional “baggage” or negativity. Conclude with a clear message of what you are seeking now. This will demonstrate that you are focused and clear about your next professional role. For candidates who have been out of work for a longer period, include what you have been doing with your time in transition (taking classes to update your credentials, doing consulting work, volunteering, teaching, etc.)

Example:

Place your departure in a time-frame (i.e., “3 months ago” or “in June”) (former company name) experienced (downsizing, acquisition, change of management, layoffs, etc.) As a result, _____ positions were affected, including mine. I am now seeking an opportunity where I will be able to make significant contributions to _____ (Or) ... where I will be able to leverage my proven strengths in _____, _____, and _____.

Position Statement: Your 15 - 30 second “commercial” that describes in a nutshell your professional identity, strengths, industries you’ve served, and how you can contribute to your employer. You should memorize this statement so it comes naturally when people ask “Tell me About Yourself” or “What are you looking for.” Use the statement at networking events, with neighbors, friends, former colleagues, informational interviews, etc.

Your Position Statement should include:

1. *Your professional identity and level (i.e., “Director-level Human Resources Professional)*
2. *Number of years of experience (15+ years)*
3. *Industries or functions in which you have expertise*
4. *Specific strengths you offer (i.e., leadership, problem-solving, team building, etc.)*
5. *Accomplishments of which you are most proud*
6. *What you seek in a new position*



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Example:

I am a (provide professional "tag" or identifier, and also indicate your level)

_____ with _____ years' experience in (indicate industries and/or functions) _____. I have specific expertise in (indicate roles or functions, detailed skills, etc. if applicable) _____

_____. My strengths include _____, _____ and _____. I am seeking an opportunity (describe the type of position or role you are seeking – not the title – as precisely as you can, along with what/how you can contribute) _____.

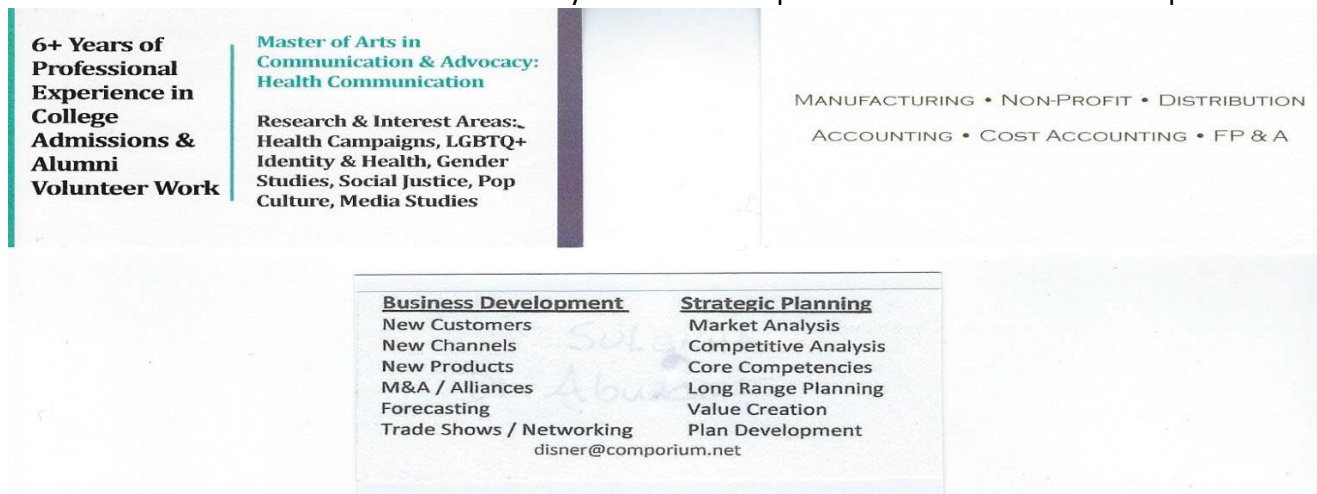
Resume: There are numerous resources on the internet to help you build an effective, customized resume. It is **critical** that your resume highlights your accomplishments, successes and positive contributions to the company which helped the company meet its metrics.

Marketing Plan: You are a product and a service. Despite what you may think, an employer is going to buy you or not based on your features and benefits (mostly benefits). How you package and disseminate this information is one of the few things you CAN control in your job search. Have you identified how you will deliver your product/service to the market? Do you have a plan?

Your Personal Marketing Plan lays out the following:

- Functions in which you excel
- Statement of your benefits (summary of qualifications or elevator speech)
- Market preferences (industries, geographic locations, size of company)
- List of target companies

Business Cards: You can get 500 for a nominal cost at Vistaprint, Gotprint, or similar providers. You may wish to use the back side of the card to list your areas of expertise. Below are a few examples:





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Consider also using a digital business card solution. Digital business cards offer faster and greener ways to make a first impression. Whether you're networking at an event or following up with an interviewer or client, with a digital solution your information is just one tap away! There are several free and fee-paid digital solutions, from simple to more customizable options, available on the market – for example, options such as HiHello, Blinq, Mobilo and Popl.

We encourage you to use both print and digital solutions as you'll find some companies have done away with printed business cards and lean towards a digital solution. While other companies may still lean towards printed business cards depending on their services and customer base.

LinkedIn Profile: You should have a very complete profile with a professional looking headshot (be aware of what is in your foreground and background). LinkedIn has a tutorial to help you build your profile and there are many articles about the “do's and don'ts” of LinkedIn on the internet.

Master Application: You will be required to complete employment applications (mostly online). It is helpful to create a master application with the information required (dates of employment, phone numbers, addresses, salary history, manager names, reasons for leaving, etc.). This will save a lot of time and will ensure you are providing accurate information consistently. Make sure you print out a copy of any submitted resume.

Professional Reference Document: Create a one-page list of your professional references with name, company, relationship, mobile phone, and email. Discuss your search with your references and obtain their commitment to serving as a reference. Keep them informed when you have some indication that they might be contacted. Ask them to let you know when they have been contacted and the content of the reference request/discussion.

Positioning Your Value in the Age of AI

AI is reshaping jobs by rewarding people who augment, not compete with technology. The most valuable new hires are “AI-additive”: they pair domain expertise with AI tools to move faster, ask better questions, and generate higher productivity. Employers are seeking new hires with a relevant perspective on AI, a growth mindset and readiness to add value in a rapidly changing workplace. If you don't adapt, your experience risks being filtered out- by algorithms and by people. At CIT, we can help modernize your narrative, and position you as adaptable, relevant, and future-ready.

Job Search Resources

LinkedIn May be the most important job search resource tool

- Networking on professional level – LinkedIn is designed to facilitate networking between professionals through use of InMail, Introductions, and Connections

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- Asking/answering questions – you can use your LinkedIn account to ask questions of other industry professionals
- Research
- Hiring/finding employment
- Following are links for more guidance on using **LinkedIn**
 - [What Is LinkedIn? a Beginner's Guide to the Networking Site \(businessinsider.com\)](https://www.businessinsider.com/what-is-linkedin-a-beginners-guide-to-the-networking-site)
 - [What Is LinkedIn and Why Should You Be on It? \(lifewire.com\)](https://www.lifewire.com/what-is-linkedin-and-why-should-you-be-on-it/)

Carolina Works is a free job search service that brings workforce, economic development, educational, and industry partners to the same table, aligning the workforce system by strengthening partnerships, guiding policy, and promoting career pathways. www.charlotteworks.com

Charlotte Business Journal is a leading business journal and online resource for all things business in Charlotte.

Book of Lists is a directory of businesses in the Charlotte Metrolina area organized according to industry and other rankings (revenue, # of employees, profit, etc.).

What Color is Your Parachute?

<https://www.amazon.com/What-Color-Your-Parachute-2020/dp/1984856561>

What Color Is Your Parachute? (book and workbook) is the world's most popular job-hunting guide, revised and updated annually with more than ten million copies sold. This newly streamlined edition features the latest resources, case studies, and perspectives on today's job market, revealing surprising advice on what works—and what doesn't—so you can focus your efforts on tactics that yield results.

Job Boards are available by the thousands. Research them and select the job boards that make the most sense for your target job(s), companies, and/or industries. There are a number of preferred job boards like LinkedIn and Google Jobs. There are also many aggregators like Indeed, The Ladders, Zip Recruiter, etc. It is recommended that you use the careers portal for companies that you have targeted. Note: many companies have employee referral programs that give a priority over other sources.

Recruiters are an important part of any search. There are over 400 contingent and retained search firms in the Charlotte area. It is recommended that you talk to people in your network to get referrals to “preferred” recruiters for your target job(s), companies, and industries. Not all recruiters work on the same types of positions and/or have the same clients. It is best to establish a relationship with 3-5 and work with them. This can't be done via email. It needs to be at least a phone call or even visit in person if possible. If you can use just one, that might be best; but there is a number that is too many and could cause issues in the market.

It is also important to understand that they work for the employer, not the candidate.

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Job Search Tools

Networking continues to have the highest rate of success when it comes to job searching. Networking is talking with others—either formally or informally—about your job search and career goals.

Networking facts:

- *Not the same as asking for a job. Usually, your networking contacts will not be potential employers.*
- *Helps you learn inside information about jobs that are being created.*
- *Allows you to tap into the “hidden network”—the many jobs that are never advertised.*
- *Useful for ongoing professional and personal development.*
- *An employer who is not hiring today may be looking for someone like you tomorrow.*

Before you begin networking, be clear about your job search goals:

Think about what you want to say to others about yourself, and what you want to know from them (refer to the position statement you put together).

- What kind(s) of job(s) are you looking for?
- What skills and experience prepared you for these jobs?
- Are you focused on a particular industry?
- Do you want to find a job at a particular company?
- Do you want to look for jobs in one local area?

Who do you know (make a list or keep an excel spreadsheet with names, contact information, dates when you spoke with them, and follow up dates, if appropriate)?

- Colleagues, past and present, and managers you have worked with inside or outside of your companies
- College classmates, professors, and alumni association members
- Professional acquaintances: lawyers, stockbrokers, accountants, bankers, real estate brokers, church leaders, insurance agents, barber/hair stylist, etc.
- Community members in clubs and/or associations of which you are a member, neighbors, and local merchants
- Officials and members of professional organizations, whether or not you are member
- Participants in professional meetings you have attended or plan to attend
- Suppliers and previous customers
- Editors and writers of trade journals
- Family members, friends, parents of your children’s friends

Besides reaching out to colleagues, it is highly recommended to meet in person for coffee/refreshment. It gets people out of the house and the best networking is done in person.

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Interview Preparation Guide

Introduction

This process consists of researching the employer and the interviewer(s), developing an approach to present yourself during the interview, and practicing for the day of the interview. Completing the activities below with guidance from CIT mentors will help you *highlight your most appropriate experience in the most appropriate way* for the audience and *obtain a better understanding of the position* so you can make a more informed decision if an offer is extended. There are tons of behavioral based interview questions available on line vs. making them up. You can even use Chat GPT and it will generate questions based on the job title.

Conducting Employer Research

This goes beyond just reading about the products and services on the company website. In the interview, you are seldom quizzed at length about the company (although it's not uncommon to get a random question to see if you've even looked them up; e.g., "Do you know who the CEO is?"), and good candidates will consult a variety of sources per the below to assemble a picture of the potential employer. Research on a potential employer allows you to:

- Make sure the mission, vision, and culture align with what you're looking for in an employer
- Ask more probing questions about the company during the interview
- Show interviewer you've done your homework

This includes gathering information from a variety of online forums and talking with company and industry contacts. CIT mentors can tap their large total network for any potential company references/insight and can assist you with synthesizing information you've found on an employer into a 'picture'. Some of the forums and questions to ask yourself include:

- Company website: What products and services do they sell? What sectors are they in, and how are these sectors poised to grow in the longer term? What does the geographic dispersion of headcount look like (and do certain functions require travel to these places)? Do they have any key corporate partnerships, and how do these align with their offerings?
- Search engines: What have they been in the news for lately? How stable is the executive team (turnover)? Have they announced any new growth initiatives (e.g., expanding into a new market, product, or service)?
- Online review forums (e.g., Glassdoor): What is the average score for the employer? Average tenure? How does this compare to industry peers? What are the consistent good and bad themes among the reviews (and are any of these deal-breakers for you)?
- Annual financial statement (10K): How is the company doing relative to its peers? Are the margins better or worse (dramatic underperformance by a direct peer may be a red flag, and significantly less proportional spending than other peers may signal a different issue)?
- LinkedIn: How do the executives at these companies present themselves/experience?

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This information should help develop a story about the company; not only what it does, but where it does it, how it stacks up against its peers, and where it's looking to go in the future. The most valuable information you'll find may be about the nature of the people who work there; it's important that the culture aligns with what you're looking for. Note any potential red flags to revisit later if necessary (e.g., if you're a creative type and the company is a structured, detail oriented, deadline driven company, this may be a red flag. If the company is in dire financial straits, this is another red flag).

Researching the Interviewers

If possible, try to gain an understanding of the people with whom you will be interviewing (the recruiting coordinator can usually provide this information) as it can pay significant dividends to research these individuals. The goal is to understand their career history, position in the company, interests, and personality type. This understanding can be used to develop specific questions for the interviewer(s) and an approach for how to present your experience to them.

- Career/position history: Most of this information can be seen on LinkedIn and usually there's no harm in looking at someone's profile before an interview (you may even be perceived as thorough). Some specifics to look for and how they may shape your preparation include:
 - Are these individuals company veterans? If so, they have unique insight into the culture and perhaps the bigger company picture.
 - Are they industry veterans? If so, they may appreciate questions about company positioning relative to peers and long-term strategy, and can shed light on the pros and cons.
 - Are they fast risers in the company? If so, questions about advancement opportunities may provide useful detail and be most appreciated (average time at a given level, promotion practices, etc.).
 - Are they involved with any specific initiatives within the company (volunteer groups, committees)? If so, this is a great conversation piece to learn about the culture, get them interested, and strike a common bond during the discussion.
 - Are they an executive? If so, placing extra emphasis on being concise and direct with your questions and answers is beneficial. These interviews can often be shorter in length, and they appreciate a candidate's ability to effectively communicate.
- 'Business personality' type: This requires extracting information from what is available online. Many individuals have personality characteristics that, once identified, can be used to tailor how you present your experience, achievements, etc. While this requires some practice, CIT mentors can help you identify any 'business personality' traits and tailor your message accordingly.

Examples:

- Is the interviewer a creative, ideas person? If so, work to identify several instances where you developed a new process or were a primary source for an idea that was implemented/used at one of your previous companies (if possible). These may be more likely to resonate with the interviewer.

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- Is the interviewer a relationship-oriented person (do they work in teams, frequently endorse others online, etc.)? If so, you may want to highlight how you've worked with others, fostered key client relationships, etc.

Note: these are only a couple of examples, and it's not always easy to identify a 'business personality' based on the information available online. However, if you can identify one it gives you a valuable edge in the interview.

Preparing Answers to Potential Questions

While the questions you'll face at each interview will be different, many are a derivative of standard questions and giving thought ahead of time to how you'll answer these questions will help you articulate your experience. The following are some of the steps in this process and how CIT can help:

- Develop a list of industry/company/position specific questions.
- Identify and articulate your 'Well of Experience' to draw upon while you develop answers to questions and for 'left field' questions during the interview ('Well of Experience': a short list of projects/accomplishments that highlight key accomplishments/strengths most suited to the position for which you are interviewing).
- Provide you with a comprehensive standard set of interview questions (the 'CIT Question Bank') to use in preparing your answers.
- Refine answers to these questions, help identify what they may be looking for given the specific position, etc.

Preparing Questions to Ask

The best interviews are more of a conversation, with both people asking questions and providing information to the other. In an interview, it's all about fit and fit works both ways. Having well thought out questions that are relevant to the specific company and position is just as important as being prepared to answer questions about your experience. This shows that you are thorough, care about this specific job, and are not just looking for anything that's available.

CIT mentors have considerable experience in this area and can help you develop thoughtful, personalized questions that will provide you with the information you need to make a decision if an offer is extended.

Live/Virtual Interview Practice

Nothing beats live, face-to-face preparation. CIT mentors have collectively interviewed over 5,000 people across almost every industry and can meet with you in person, via virtual conference, or over the phone to help you prepare for the interview. We can make it anything from a casual coffee shop chat to a more formal panel review by multiple individuals. This is a valuable preparation tactic that goes one step beyond practicing in the mirror (although that's beneficial too). Specific areas of focus/benefits:

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- Hearing the answers to your questions – some answers look great on paper or sound great in your head, but once spoken, it's evident they need a little tweaking. Working with an impartial third party in a no risk setting allows you to do this prior to the interview.
- Providing feedback on speaking habits – there are many visual cues interviewers look for, and you may not even be aware of some of the habits you have that may be detracting from performance (e.g., speaking too fast, fidgeting, not looking at the person, monotone/lack of enthusiasm, etc. or even the opposite of all of the aforementioned). Speaking and engaging in-person is a skill that can always be improved upon, and it always helps to work on/keep your delivery sharp.
- Performing in a difficult environment (optional if requested) – sometimes you encounter interviewers who are tired of interviewing for a given position, are on their way out of the company, or are just having a bad day. CIT mentors can simulate an interview where the interviewer asks for extraordinary detail, is unengaging, not personable, etc., and can coach you on how to respond to such cases.

Lastly, it is recommended that you find or create an accountability team/partner to meet with weekly to hold each other accountable. It doesn't have to be someone else who is in a job search, but that is best because they have more interest and they can share leads, networking contacts, etc.

THE NEXT PAGE (“BRAIN DUMP”) IS TO HELP YOU THINK THROUGH THE JOB SEARCH PROCESS AND DEVELOP A STRUCTURED WRITTEN PLAN. USING THIS DOCUMENT WILL HELP YOU SIGNIFICANTLY TO KEEP YOUR JOB SEARCH ON A PRODUCTIVE PATH. USE IT AND COPY IT AS YOU SEE FIT.



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BRAIN DUMP

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	MON	TUE	WED	THU	FRI	SAT	SUN												
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31

TO DO LIST

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SCHEDULE

FOLLOW UP

CREATE

CALL

EMAIL

TEXT

NEW IDEAS

RESEARCH

MUST DO

COULD DO

WANT TO DO

RANDOM THOUGHTS

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Saint Philip Neri Careers In Transition Mentors

- **Jim Mertes:** jim.mertes@outlook.com

Jim is a retired HR Executive with 40+ years of experience and a broad background in Employee and Labor Relation matters in Canada and US. He continues to consult with companies for their needs in the areas of recruiting, assessments, management training, and compensation. Jim had a long career in the paper industry in positions of increasing responsibility with leading companies in the industry such as Domtar, Weyerhaeuser, and Willamette. Jim has a Bachelor of Business Administration from the University of Toledo and an MBA from Ohio University. Jim has served on industry committees and boards and has taught management classes at the college level. Jim has a long history of volunteering and serving as a board member of a number of national and local non-profit organizations in the communities where he lived and worked.

<https://www.linkedin.com/in/james-mertes-b79900134/>

- **Lillian Legacy** llegacy30@gmail.com

Lillian has 30 years corporate training, management, and consulting experience. Her Industry experience includes Financial Services, Healthcare, and Manufacturing. She has hands on experience in the areas of human resources, sales and marketing, and operations management and has proven success and results in competency modeling, onboarding development, and facilitation in leadership, supervision, and team development. Lillian's key skills include: training design, facilitation, and project management; strategy development, team building, and operations management.

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- **Joe Flumian:** jflumian@gmail.com

Joe is an experienced banker, sales manager, and team leader with over 40 years of experience primarily in healthcare and commercial real estate. His experience includes Siemens Medical Systems and GE Healthcare Finance. He is currently working in banking originating SBA loans on a national basis. He has dual major Bachelor's Degree from the University of California, San Diego and Master's Degree in Public Administration from San Diego State University. His past includes hiring and managing sales teams, customer service, and training. He holds a California Community Colleges Teaching Credential as well. [linkedin.com/in/josephflumian](https://www.linkedin.com/in/josephflumian)

- **Jeff Tull:** jeffreydtull@gmail.com

Jeff is currently a member of St Philip Neri parish. He and his family transitioned to Ft Mill from Cincinnati, OH in August of 2020 for his job. Jeff is married to his wife, Rhonda and they have 3 older boys. Jeff gained extensive experience in strategic and financial planning, paper mill, converting and warehouse operations, supply chain process reengineering and business process

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system design and implementation with International Paper and Veritiv (distributor of paper, packaging and facility supply products). He currently works at Essity as Director of Business Logistics for their North American Health and Medical Solutions business. Health and Medical Solutions focuses on three therapy areas – compression garments (brands like Jobst (compression socks)), wound care (Sorbact and Cutimed bandages) and orthopedics (Actimove bracing and supports) and incontinence products (Tena). His customer service, planning and distribution teams support those businesses in US and CA. Jeff is a member of the Knights of Columbus (3rd degree) and American Institute of Certified Public Accountants. Jeff is a past board member and Vice-President of Children's Hospital Starshine Foundation in Cincinnati. Jeff is a certified soccer coach and referee. <https://www.linkedin.com/in/jeffreydtull/>

- **Gary Champa:** gchampa@comporium.net

Gary is a retired transportation Specialist working over 45 years in transportation beginning in 1970. Gary has worked with Company Drivers and Owner Operators, Managed Warehouse operations along with being a Transportation Manager shipping materials throughout North America along with exporting goods anywhere and everywhere on Earth. Being available 24/7 to satisfy any urgent need for our customers and military. He gave honest communication to customers and drivers and is an expert problem solver.

- **Carlos Chavez** carlos.chavez234@outlook.com

HR leader with more than 17+ years of experience in different phases of the Human Resources function. Carlos is bilingual (English / Spanish) and possess strong business acumen; management, consultation, analytical, negotiation and multi-site management skills demonstrated in the North and South America markets in various industries: CPG (consumer packaged goods), DSD (direct store delivery), retail, manufacturing, distribution, auto aftermarket, and services. Carlos holds a bachelor's degree in Business Administration from IPAE – Business School, Peru and a master's degree in human resources management from Nova Southeastern University, Florida. He also holds a certification as Senior Professional in Human Resources (SPHR) from HRCI and Senior Certification (SHRM-SCP) from SHRM. www.linkedin.com/in/carloschavez23

- **Joe DeLaquil** plastic232@gmail.com

Joe is currently a technology manager at a major bank with 40+ years of experience in consulting, management, networking, telecommunications, project management, technology management, and business startup. His prior positions include technology manager, hiring manager, principal consultant, and project manager. Joe's career has been across multiple industries: financial, data storage, textile, consulting, and telecommunications with roles from owner, manager, and laborer. He has a Masters in Telecommunications from the University of Pittsburgh.

<https://www.linkedin.com/in/joseph-deaquil-99161b1/>



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- **Amanda Perez** – APerez@imaginestaffing.net

Amanda Perez is an Account Executive with The Imagine Group (TIG), a national workforce solutions firm specializing in recruiting, staffing, and talent strategy. Based in Fort Mill, SC, Amanda partners with organizations across manufacturing, engineering, construction, energy, utilities, and professional services, helping them solve hiring challenges and build strong teams.

Prior to joining The Imagine Group, Amanda spent many years in retail management, where she led teams, managed operations, developed talent, and gained firsthand experience navigating the challenges employers face in attracting, retaining, and developing employees. That operational background allows her to bring a practical, business-minded perspective to the workforce solutions industry.

Amanda is passionate about connecting people, building relationships, and helping others succeed professionally. Originally from Buffalo, NY, she now calls the Carolinas home and is actively involved in local networking, workforce development, and community organizations throughout the region.

LinkedIn: www.linkedin.com/in/amanda-perez-2446b411b/

- **Charlotte Coker Gibson**: cokergibson@gmail.com

Charlotte is a retired human capital leader with more than 35 years of experience in corporate social responsibility, board governance, diversity and inclusion, employee engagement, and talent sourcing and development. Her career spans nonprofit, financial services, higher education, and professional services sectors. She began her career at Sallie Mae, later held management roles at PricewaterhouseCoopers (PwC), and served as Vice President of Corporate Volunteer Development at the Points of Light Foundation before returning to PwC for another 20 years in corporate citizenship and human capital leader roles. Charlotte is President of Gibson Consulting Services, LLC, where she continues to advise businesses and nonprofits on matters of governance, corporate responsibility, employee engagement, leadership development, and talent sourcing. She earned a Bachelor of Arts degree in Communications and International Business from American University and holds a Corporate Community Relations Professional certification from the Boston College Center for Corporate Citizenship. She has served on several professional and nonprofit boards and currently serves on The Conference Board Corporate Citizenship Strategy Council and the boards of the WINGS Scholarship & Mentoring Program and the Lancaster County Council for the Arts.

LinkedIn: www.linkedin.com/in/charlotte-coker-gibson-65577a12

- **Christine Dawson**: guidedtools2025@gmail.com

Christine worked for 20 years in the federal government specializing in intelligence and financial crimes. She has extensive experience in networking, problem solving, effective communication, and team development. She has a dual major Bachelor of Arts in Psychology and Criminal Justice and a Master of Arts in Criminal Justice with a specialization in Computer Applications in Criminal Justice and a second specialization in Criminology and Deviance. She holds certifications from federal intelligence programs, Association of Certified Anti-Money Laundering Specialists, and the Naval Postgraduate School's Center for Homeland Defense and Security.

- **Tony Grano**: tonygrano@bellsouth.net

Upon relocating to Charlotte Tony joined a Charlotte based non-profit organization. He is a Certified HUD Housing Counselor working in foreclosure prevention. In this role he assists clients who are delinquent in



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their mortgages and facing potential foreclosure. He acts on the client's behalf to reach a workable solution which will allow the client to remain in their home. He would be happy to speak to anyone who might be interested in working in the non-profit area.

- **Kelly Hoffman:** kelly@deltaconsulting.group

Kelly is a career and executive coach with 25+ years of experience across recruiting, business development, coaching, and entrepreneurship. Her recruiting background gives her an inside perspective to the job search. Kelly coaches people through career transitions, promotions, interviews, and leadership growth, and her industry experience spans investment banking, pharma and biotech, ecommerce, and manufacturing from startup to Fortune 100. She also co-founded Informed Choice / Informed Sport, a nutritional supplement certification organization, and ran a boutique bio/pharm recruiting firm, giving her firsthand experience in building and leading a company. Kelly holds degrees in Finance and Management. She is a member of St. Philip Neri parish and lives in Fort Mill with her husband, their daughter (in college), and their son (middle school).

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- **Jes Jackson:** jesue.jackson@gmail.com

Jes is the director of IT for Allied Bank.