Dr. Heidi Joy Gregory-Mina

Home: 8 Swan Pond Lane, Carver, MA 02330 PO Box 57, Carver, MA 02330

Phone: (508) 465-1155 Mobile: (508) 246-3043 Email: drheidigregorymina@gmail.com Website: www.drheidigregorymina.com



EDUCATION

Doctor of Management in Organizational Leadership, School of Advanced Studies, University of Phoenix, March, 2011

Concentration: Management and Leadership

M.B.A. in Management Information Systems, College of Management, University of Massachusetts - Boston, June, 2006

Concentration: Management Information Systems / Finance

M.S. in Marketing, Southern New Hampshire University – Manchester, November, 2023

Concentration: Digital Marketing

M.S. in Computer Information Systems, University of Phoenix, August, 2006 Concentration: Computer Science

B.S.B.A. in Management Information Systems, Northeastern University, Boston, MA, June, 2002

Concentration: Management Information Systems

CERTIFICATIONS

Foundations of Leadership Certificate - 2022
Digital Marketing Certified - 2021
Inbound Marketing Certified - 2021
Social Media Certified - 2021
Google Ads Display Certified - 2021
Beginner Google Analytics Certification - 2021
Advanced Google Analytics Certification - 2021
Content Marketing Certified - 2021

RESEARCH/PUBLICATIONS

Publications and working papers:

- Gregory-Mina, H.J., Arrowood, R., Kampits, E. (2014). Setting the stage for "Good, Better, or Just Right" in Online and Blended Graduate Courses. *OPEN Praxis*, 6(4), 347-355.
- Gregory-Mina, H. J. (2012). Gender Barriers of Women Striving for a Corporate Officer Position: A Literature Review. *Advancing Women in Leadership Journal*, 32(201), 54-78. http://awljournal.org/Vol32_2012/gender_barriers.pdf
- Gregory-Mina, H. J. (2012). Managing organizational growth during a time of downsizing. *Organizational Behavior in Healthcare: Case Studies*, Jones & Bartlett Learning: Sudbury, MA.
- Gregory-Mina, H. J. (2010). The importance of teams and how to lead teams through change initiatives in 21st century organizations. *The Business Review, Cambridge,* 16(1), 60-66.
- Gregory-Mina, H. J. (2009). Technology in Practice. *Leadership and Organizational Management Journal*. 9(3).
- Gregory-Mina, H. J. (2009). Four leadership theories addressing contemporary leadership issues as the theories relate to the scholarship, practice, and leadership model. *Academic Leadership Journal*, 7(3), http://contentcat.fhsu.edu/cdm/compoundobject/collection/p15732coll4/id/327/rec//2
- Gregory-Mina, H. J. (2008). Traditional/ Conventional Models, Theories, and Practices which Drive Leadership Attitudes and Actions Regarding Organizational Development and Relations. *Philosophy for Business*, 44, http://www.isfp.co.uk/businesspathways/
- Gregory-Mina, H. J. (2008). Nature and Application of Knowledge and its Significance to Organizational Management Leaders. *Academic Leadership Journal*, 6(4), http://contentcat.fhsu.edu/cdm/compoundobject/collection/p15732coll4/id/279/rec//3
- Gregory-Mina, H. J. (2007). Critical thought analysis: Bridging the gap between academia and business. *Academic Leadership Journal*, *5*(1), http://contentcat.fhsu.edu/cdm/compoundobject/collection/p15732coll4/id/207/rec/11

Book Publications:

Gregory-Mina, H.J. (2023). The Chronicles of Crazy Hazelnut: Capable of Anything. Carver, MA. Dr. Heidi The Book Publisher.

Gregory-Mina, H.J. (2023). The Chronicles of Crazy Hazelnut: Supporting one Another, In-press

Tracey, B. & Gregory-Mina, H.J. (2023). Success in Any Economy, Celebrity PR.

Gregory-Mina, H.J. (2023). Ready, Set, Go Get Granted. Dr. Heidi The Book Publisher.

Gregory-Mina, H.J. (2023). Joey the Blue Penguin. In-press

Gregory-Mina, H.J. (2023). The Psychology of Profit. In-press

Gregory-Mina, H.J. (2022). The Transformative Moment. In-press

Gregory-Mina, H.J. (2015). *Gender Barriers of Women Striving for a Corporate Officer Position*. Saarbrucken, Germany: LAP Lambert Academic Publishing.

Case Publications:

Gregory-Mina, H.J. (2023). Dog Mall Case Study, LEAP Forward Publishing.

Gregory-Mina, H.J. (2022). Getting Granted: Ready or Not? LEAP Forward Publishing.

Gregory-Mina, H.J. (2021). *Managing Organizational Growth During a Time of Downsizing*, LEAP Forward Publishing.

Article Publications:

Gregory-Mina, H.J. (2023). Understand the dynamics of learning and public speaking for introverts and extroverts. Digital Journal.

https://www.digitaljournal.com/pr/news/theexpresswire/understanding-the-dynamics-of-learning-and-public-speaking-for-introverts-and-extroverts

Gregory-Mina, H.J. (2023). Unlocking the power of right brain learning in the digital era. Daily Silicon Valley. https://dailysiliconvalley.com/article/unlocking-the-power-of-right-brain-learning-in-the-digital-era/

- Gregory-Mina, H.J. (2023). The transformative potential of AI impacts on companies employees. Disrupt Magazine. https://disruptmagazine.com/the-transformative-potential-of-ai-impacts-on-companies-employees/
- Gregory-Mina, H.J. (2023). Leading with heart Dr. Heidi Gregory-Mina's Impactful Journey. The Industry Times. https://theindustrytimes.com/leading-with-heart-dr-heidi-gregory-minas-impactful-journey/
- Gregory-Mina, H.J. (2023). Business Psychologist Dr. Heidi Gregory-Mina shares expert insights on enhancing workplace productivity.

 https://nyweekly.com/business/business-psychologist-dr-heidi-gregory-mina-shares-expert-insights-on-enhancing-workplace-productivity/

Presentations:

International Academy of Business & Public Administration Disciplines Global Conference, Memphis, TN, 2023. <u>Getting Granted: Ready or Not?</u>

Golden Key International Honor Society, GA, 2023. <u>Empower and Inspire Engagement and Motivation in the Workplace</u>.

KU Village, Fort Lauderdale, FL, October, 2015. <u>Gender and ethnicity in online higher education: The numbers of women and african american students pursuing higher eudcation continues to rise.</u>

Society for Advancement of Management International Business Conference (SAM), Las Vegas, NV, March, 2012. <u>Leading a Successful Team Workshop.</u>

The 13th Annual International Leadership Association Global Conference, London, England, October, 2011. <u>A Correlational Study of Gender Barriers of Women Striving for a Corporate Officer Position.</u>

Southern Management Association Meeting, Savannah, Georgia, November, 2011. <u>A</u> Correlational Study of Gender Barriers of Women Striving for a Corporate Officer Position.

The Economics, Finance & International Business Research Conference, Miami, FL, December, 2010. The importance of teams and how to lead teams through change initiatives in 21st century organizations.

Society for Advancement of Management International Business Conference (SAM), Arlington, VA, April, 2008. <u>Four leadership theories addressing contemporary leadership issues as the theories relate to the scholarship, practice, and leadership model.</u>

SPEAKING ENGAGEMENTS

Current – Northeastern University

Current – Merrimack College

Current – Purdue University Global

Current – Southern New Hampshire University

2024 – Next Gen Business Summit - Keynote

2024 - Evolve 2024 Conference - Keynote

2023 – Times Square Today

2023 - Golden Key International Honour Society

2023 - IABPAD Conference - Keynote

2023 – Rose Davidson Talking with the Experts

2023 – The Unforget Yourself Show

2023 – Beyond the Book

2023 – Elevate and Accelerate

2023 – The Great American Speak Off

2023 – Little Give TV Show

2012 – Boston Medical Center

2008 – Plymouth Chamber of Commerce

TEACHING EXPERIENCE

College of Professional Studies, Northeastern University January, 2011 - Present Lecturer, Masters, NPM6120 Nonprofit Financial Management & NPM6140 Grant and Report Writing, HRM6105 Introduction to Human Resource Management, HRM6020 Strategic Recruiting, Training and Performance Management, HRM6040 Performance Human Resource Systems and Development, LDR6110 Leading Teams, HRM6005 Creating High Performance Organizations

D'Amore-McKim School of Business, Northeastern University Jan., 2011 – Present Associate Academic Specialist, Undergraduate, ORGB3201 Organizational Behavior, MGSC6204 Managing Information within the Enterprise, HRM6214 A Management Perspective of HRM

School of Business and Management, Purdue Global University July, 2011-Present Adjunct Lecturer, Masters, GM605 Action Research and Consulting, GM501 Management Theories and Practices, GM504 Organizational Excellence and Change

College of Online and Continuing Education, SNHUAugust, 2011-Present Faculty Facilitator, Undergraduate, OL125 Human Relations in Administration

Merrimack College July, 2022 – Present Adjunct Lecturer, Leadership in Times of Crisis, Gender and Diversity in Leadership

PAST TEACHING EXPERIENCE

Aston American University

July, 2022

Lecturer, Introduction to Marketing and International Marketing

Bay Path College

Summer, 2012

Adjunct Instructor, Undergraduate, CIT300 Communicating for Leadership

School of Management, University of Massachusetts

Summer, 2007

Adjunct Lecturer, Undergraduate, AF620 Financial Management

ACADEMIC/BOARD/PROFESSIONAL SERVICE

2022-Present	Contemporary Technical University Advisory Board
2014-Present	Developer and Manager, Facebook Group page for the Masters of
	Nonprofit Management program
2017	Curriculum Redevelopment Board, College of Professional Studies,
	Masters of Nonprofit Management
2017	Course Development Advisory Board – Introduction to Human Resource
	Management, College of Professional Studies, Masters Certificate in
	Human Resource Management
2015	Keynote Speaker, Masters of Nonprofit lecture series
2015	Moderator, Co-op session with guest lecturers from local nonprofit
	organizations for the Masters of Nonprofit Management program
2014-2015	Board Member, AQA for the Masters of Nonprofit Management program
2013	Advisory Board Member, Seattle Campus expansion for the Masters of
	Nonprofit
	Management Program
2013	Participant, Online Webinar about the Masters of Nonprofit Management
	Program

PROFESSIONAL EXPERIENCE

2020-Present

LEAP Forward Institute

Boston, MA

The mission of LEAP Forward Institute is to serve the public good by advancing, supporting, promoting, and contributing to professional development and educational opportunities for individuals both in the United States and internationally.

Vice President

- Participate on the president-led team that creates the organization's overall vision, mission, values, beliefs, and strategic goals.
- Lead, guide, direct, and evaluate the work of other executive leaders

- Formulate and implement the strategic plan
- Contribute to the sales and profitability requirements of the business as determined by the strategic plans
- Evaluate the success of the organization
- Maintain awareness of both the external and internal competitive landscape, opportunities for expansion, customers, markets, and new industry developments and standards

2011-2020 The Center for Leadership and Nonprofit Excellence Carver, MA

The mission of the Center for Leadership and Nonprofit Excellence is to provide leadership training and assessments, process improvement consultation, coaching and mentoring, grant proposal development and management training, and evaluative services to for-profit and nonprofit organizations with an emphasis on ethical and moral business practices.

Consultant

- Identifying and articulating potential pathways for clients to help maximize their impact and achieve their goals
- Assessing the organizational capacity of nonprofit clients and guiding their approach to improve and strengthen organizational systems and governance
- Provide leadership training to individuals, staff and boards or nonprofit organizations
- Help design financial management services and submit and manage grants
- Detecting issues and investigating ways to resolve them
- Compiling and presenting information orally, visually and in writing
- Developing and implementing new procedures or training

2004-2011 BMC/BUMC/VA Boston, MA

A private, not for profit, 547-licensed bed academic medical center and the primary teaching affiliate for Boston University School of Medicine, which provides a full spectrum of pediatric and adult care services.

Grants and Research Manager, Department of Medicine, Division of Psychiatry, Boston University Medical Campus, 2005-2011

- Oversee and Manage \$30+ million in State, Federal and Private Funded Grants
- Manage and oversee three individuals
- Responsible for the efficiency of the section's pre and post-award operations
- Design research training curriculum
- Conduct research training to research staff
- Handle all Budgeting, Forecasting, Reporting, Auditing and Financial Statements for Research

- Maintain a detailed working knowledge of funding agencies sponsoring research regulations and reporting requirements.
- Grant writing and editing
- Monitors policy, regulatory, and rate changes, both institutional and external
- Ensures institutional personnel compliance with institutional and sponsor regulatory requirements
- Conducts leadership training for psychiatric residency programs
- Maintains salary support source data, rate changes, and independent contractor and consultant payment records
- Monitors all grant expenditures and disbursements for adherence to budget guidelines and award notices
- Negotiates subcontract financial terms and conditions
- Sits on search committee for new hires and recruitment
- Job description development and recruitment for program and service related positions
- Problem solve issues as necessary to resolve discrepancies, propose alternatives, and generally takes an active role in financial management
- Responsible for all correspondence relating to department's grant fund management
- Special Projects –Examples Bi-Annual Space Surveys, process improvements, technical support, and Effort Reporting

Grant Accountant, Grants Administration, Boston University Medical Campus, 2004-2005

- Oversee and Manage 120 State, Federal, and Private Funded Grants
- Handle Budgeting and Forecasting issues for the Grants
- Running and Maintaining Crystal Reports for the Grants
- Responsible for filing all financial reports for the Grants
- Monthly State and Federal Billing
- Reconciling and Closing all Grants which have ended
- Journal Entries as needed
- Special Projects

1999-2004 TFCCS/Christian Science Monitor Boston, MA

The First Church of Christ, Scientist consists of 2,000 branch churches and societies in 82 countries, which is designed to make the healing and educational system known as Christian Science readily accessible. The Christian Science Monitor is an international daily newspaper with writers based in 11 different countries.

Income Accountant, Treasurer's Department, TFCCS, Boston, 2002-2004

- Oversees the operations of the NCR room including machine operations
- Administers all incoming funds for the Church and the Publishing Society

- Responsible for credit card and ACH donation processing
- Responsible for General Publications and Journal Card remittance processing
- Helps to maintain remittance processing equipment and software, and recommend upgrades
- Reconciling monthly & year end general ledger accounts
- Assist in the preparation of Financial Statements
- Journal entries into the general ledger
- Handling of probate items & Real Estate
- Running of all Crystal Reports for Accounting Department
- Generates reports and supplies other departments with data pertaining to income
- Acts on behalf of the Division Supervisor in his absence
- Special projects

International Financial Accountant, Treasurer's Department, TFCCS, 1999-2002

- Assisting in Overseeing 32 International Treasurer Representatives
- Assisting in Balancing International Bank Accounts
- Processing International Subscriptions
- Input Weekly Exchange Rates and Maintain Database
- Processing Credit Card Contributions
- Processing International Contributions
- Weekly Collection Counting
- Monthly T-bill Tracking
- Special Projects