

# **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](mailto:drheidigregorymina@gmail.com)

Website : [www.drheidigregorymina.com](http://www.drheidigregorymina.com)



## **EDUCATION**

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**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**

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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**

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### **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](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 21<sup>st</sup> 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/1>

### **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. Getting Granted: Ready or Not?

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

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

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

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

Southern Management Association Meeting, Savannah, Georgia, November, 2011. A 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 21<sup>st</sup> century organizations.

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





- 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