

Annie Marhefka

Writer
HR Consultant

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Summary

Dynamic and creative writer and HR leader passionate about empowering and supporting others through my work and words. My unique background in executive management and HR leadership has provided me with a foundation and discipline to effectively organize, structure, and execute on my creative vision. I thrive best working with people and organizations who are dynamic, creative, and embrace a continuous growth mindset.

Experience

Writer

2003 - Present

Writer of creative nonfiction, memoir, poetry. Work has been published in Lunch Ticket, Literary Mama, Pithead Chapel, Variant Lit, Anti-Heroic Chic, and more. Began work on memoir in January 2018 focused on exploration of the complexities and identities within mother/daughter relationships, including themes of generational conflict, infertility, miscarriage/infant loss, mental health, and grief.

Yellow Arrow Publishing Co. / Executive Director

June 2021 - Present, BALTIMORE, MD

Oversee operations for small press publishing company driven to support women-identifying writers through access to publication and the literary arts. Responsibilities include overseeing production of semi-annual issues of Yellow Arrow Journal and publication of chapbooks, as well as blogs and newsletters. Coordinate programs, including craft workshops for women-identifying writers, annual writing residency program for Baltimore-based writers, and community events.

The Vivi Group, LLC / Owner & Principal Consultant

October 2020 - Present, BALTIMORE, MD

After providing consulting services on a pro-bono basis for several years to non-profit organizations, I established my own HR consulting business providing HR services to early-stage, emerging and high-growth organizations in the areas of change management, organizational design, talent development, communications strategy, employee engagement, and risk management & policy

development. In addition, I provide women-identifying HR leaders a collaborative support network through The Vivi Collective, an online forum for HR thought leaders to come together in collaborative discussion about challenges facing organizations. More info at <https://thevivigroup.com/>.

Yellow Arrow Publishing Co. / Writer in Residence

2020, BALTIMORE, MD

Awarded a residency for creative non-fiction writing. Engaged with the Baltimore City community to promote the literary arts for this non-profit publishing company supporting Baltimore-based writers who identify as women. Coordinated and taught a writing workshop and contributed blog posts. Participated in readings of my creative nonfiction.

Pearson Online and Blended Learning / COO & SVP, School Business Services

January 2016 - December 2017, BALTIMORE, MD

Served as key member of Executive Team, collaborating with peers on developing and executing our strategic objectives, consistently performing above expectations as a business unit. Provided oversight for all teams performing Business Services to 37 schools in over 30 states, including: HR, Compliance & Business Services, Financial Services, Facilities & Real Estate Management, Supply Chain, Purchasing, State Testing Services, and Technology Services.

Pearson Online and Blended Learning / Head of HR and Organizational Effectiveness

November 2005 - December 2015, BALTIMORE, MD

Responsible for leading both corporate HR services and contracted HR services to partner schools across the U.S. including Talent Acquisition, Onboarding, School Staffing Management, Substitute Teacher Staffing Management, Employee Relations, Training & Development, Compensation, Communications, Employee Engagement, HR Compliance, Benefits, HRIS Management, and Payroll. Developed HR & Payroll teams to scale in line with the organization's 20% growth/year, evolving the HR team from 3 to 50+ supporting an organizational staff that grew from 100+ to over 4,000. Organization was consistently recognized as one of Baltimore Magazine's "Best Places to Work" during this time.

Berry Global / HR Generalist

March 2003 - November 2005

Responsible for recruitment and training & development of plastics manufacturing staff, shift scheduling, and providing support for payroll, benefits, and employee relations.

Education

Strayer University / MBA, Concentration in HR Management

September 2004 - December 2006, BALTIMORE, MD

4.0 GPA

Washington College / BA, English and Creative Writing

September 1999 - May 2003, CHESTERTOWN, MD

Editor-in-Chief, Washington College Pegasus

Volunteer Work

The Barbara J. Dreyer Cares Foundation / Board of Directors

January 2014 - Present

Serve as Vice President on the Board of Directors for the Foundation, which provides financial support to families of online schools through scholarships and hardship grants. Responsible for development, implementation, and management of the Hardship Grant Program.

St. Francis Neighborhood Center / Board of Directors

January 2018 - July 2022

Serve on the Board of Directors for this community center in Reservoir Hill that provides community resources and academic enrichment programs to underprivileged youth. Chair of the Personnel Committee which provides guidance on all HR matters. Also provide HR consulting services in a variety of areas.