



Trisa Kern, MNM, AWI-CH, SHRM-SCP, PI

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PROFESSIONAL EXPERIENCE

MFR Associates PLLC, Mill Creek, WA

Investigator and Consultant

2020 – present

Association of Workplace Investigators certificate holder, licensed private investigator, and experienced human resources professional with expertise conducting workplace investigations and assessments for public, private, and nonprofit clients regarding hostile work environment, discrimination, harassment, retaliation, bullying, and disability rights matters.

Columbia Legal Services, Seattle, WA

Director of Operations

2014 – 2020

Executive leader who advanced organization-wide, strategic human resources and operations initiatives for statewide legal services organization.

- Served as human resources department head directing strategic initiatives and drafting internal and external policies and practices that center diversity, equity, and inclusion, including recruitment and retention, employee engagement, pay equity, employee relations and support, mentorship, professional development, labor-management relations, and other organizational human resources initiatives.
- Advised and coached management and organizational leaders on employee relations, performance management, labor and employment law, difficult conversations, conflict resolution, and other promising practices tailored to improve individual outcomes for staff and the organization.

ACLU of Illinois, Chicago, IL

Associate Development Director

2007 – 2013

Mid-level leader who advanced development, fundraising, human resources, technology, and operations activities for statewide civil liberties organization with national and local presence.

- Managed annual black-tie gala netting \$500,000 annually. Directed all event logistics, including sponsorship and ticket sales, design and production, vendor coordination, and external relations. Used data-driven metrics and analytics to track and demonstrate success.
- Advanced foundation relations for multiple philanthropic organizations including grant writing, report submission, site visits, relationship development, and annual and personalized fundraising communications.
- Served as primary information technology officer for a 30-person office, including equipment maintenance, purchasing, user setup, and managing the technology infrastructure (Exchange Server, Blackbaud Management Console, file shares, backups, and network security).
- Supervised the development assistant, interns, consultants, volunteers, and temporary staff.

ACLU of Kansas, Kansas City, MO

Operations & Programs Manager

2004 – 2007

Program-level leader charged with overseeing human resources, operations, and nonprofit management for statewide civil liberties organization with national and local presence.

- Promoted from office manager to oversee the organizational and program operations, including management of financial records, budgets, and audits for 501(c)3 and 501(c)4 organizations, maintenance of membership and development databases, and execution of educational and development programs.
- Responsible for human resources tasks, including recruitment and hiring, orientation and training, payroll and benefits administration, and delivering performance evaluations.
- Served as primary events coordinator for all fundraising and educational events, including statewide membership conferences, an awards dinner, an art auction, private parties, and educational panels.
- Supervised the administrative assistant, interns, consultants, volunteers, and temporary staff.

HUMAN RESOURCES CERTIFICATIONS AND LICENSES

Association of Workplace Investigators – Certificate Holder	2023
Licensed Private Investigator in Washington	2021
Society of Human Resources Management Certified Professional	2015

EDUCATION

DePaul University Master's in Nonprofit Management	2013
University of Missouri Bachelor's, English and Sociology	2003

PUBLICATIONS

Examining Unwritten HR Practices to Center Race Equity and Inclusion. MIE Journal (Winter, 2020).

Best Practices for Race-Based Caucusing in the Workplace. NHRMA Annual Conference, Portland, OR (October 2019).

Moving Beyond Business as Usual: Antiracist Recruitment and Hiring Practices. MIE Journal (Fall, 2019).

How to Write a Transition Memo: A Practical Guide. MIE Journal (Winter, 2014).