

DOUGLAS J. COFFEY

(848) 445-5639 douglas.coffey@rutgers.edu

PROFESSIONAL EXPERTISE

College instructor and learning and development professional with expertise in academia and financial services helping others achieve business results and develop skills needed for career growth; designer, facilitator and online adaptation of financial, economics, and human resource management courses.

University service focused on:

- Classroom Inclusivity
 - School bylaws review and amendment
 - Faculty mentoring
 - Faculty Advisor to Society for Human Resource Management (SHRM) Undergraduate Chapter
 - Supporting needs of NTT faculty
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SELECTED ACCOMPLISHMENTS

- Received Master of Human Resource Management 2015 and 2019 James R. Chelius Award for Excellence in Education
 - Earned Certificate in Classroom Inclusivity and promoted its principles among colleagues within School of Management and Labor Relations
 - Completed Rutgers Connection Network Mentoring Program by assisting two assigned, faculty colleagues from other schools within the university set goals, identify promotion resources, and execute development plans
 - Received Federal Reserve Bank of New York President's Award for enabling staff to perform online payroll and benefits transactions
 - Managed Federal Reserve Bank of New York Career Resource Center to promote self-study learning and career counseling while increasing management bench strength and staff marketability
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EXPERIENCE**Rutgers University School of Management and Labor Relations***2012-Present*

94 Rockafeller Road, Piscataway, NJ

Assistant Teaching Professor – Master's and Undergraduate Human Resource Programs

(July 2019 – Present) Teach classroom-based and online human resource management courses at the graduate and undergraduate levels focusing on financial decision making and economics

- Teach graduate courses in HR Decision Making: Financial Decisions and Economics and Demographics of Labor Markets
- Adapted and teach graduate and undergraduate courses online
- Teach undergraduate courses in Introduction to Human Resource Management and HRM Financial Decisions
- Chair and serve on Non-Tenure-Track Advisory Committee (October-December 2021 and February 2023-present) to assess needs of non-tenure-track faculty and provide support to achieve promotions, professional development, and resource awareness
- Serve as mentor to two faculty members outside of Human Resource Management Department as part of university mentoring program since November 2021
- Serve as mentor to faculty member within Human Resource Management Department since September 2022
- Faculty Advisor to Society for Human Resource Management (SHRM) Undergraduate Chapter since January 2022
- Completed Classroom Inclusivity Series certificate program to enhance course design and facilitation skills and make course material more accessible to students
- Served on the SMLR Review Committee from March 2015 through December 2021 to ensure school bylaws are current and available to faculty; facilitate the amendment process as needed

- Facilitated “Money Matters” presentation at College and University Professional Association – Human Resources at New Jersey Spring Conference in April 2023 to increase financial aptitude among HR professionals

Teaching Instructor – Master’s and Undergraduate Human Resource Programs (September 2013 through June 2019; Part-time Lecturer from January 2012 through August 2013)

Taught graduate and undergraduate courses

Graduate: HR Decision Making: Financial Decisions, Economics and Demographics of Labor Markets, Financial Fundamentals for HR Professionals, and Managing Workforce Flow

Undergraduate program: Taught Introduction to Human Resource Management, HRM & Finance, and Staffing

- Received James R. Chelius Award for Excellence in Teaching (2015 and 2019)
- Developed online version of Financial Decisions and Economics and Demographics of Labor Markets master’s program courses
- Counseled and coached students
- Developed and introduced Financial Fundamentals for HR Professionals course for master’s program
- Served on Non-Tenure-Track (NTT) instructor recruitment committee (2015 and 2018)

New York University SCPS, 11 West 42nd St., New York, NY

1988-2014 Adjunct

Assistant Professor – Accounting, Taxation & Legal Programs

Taught accounting and finance in certificate and programs

- Taught financial and managerial accounting, banking, financial statement analysis, and economics courses
- Broadened curricula and complemented analytical skills development by developing and teaching financial product analysis course which was added to financial analysis certificate program

Kean University, 1000 Morris Avenue, Union, NJ

Adjunct Instructor – Bachelor’s Programs

2012

Taught principles of accounting in bachelor’s programs

- Prepared and delivered course material
- Counseled and coached students

Nyack College, 361 Broadway, New York, NY

2011-2012

Adjunct Instructor – MBA Accounting

Taught international accounting in MBA program

- Developed and delivered classroom-based instructor materials
- Developed online international accounting course for Spring 2012 delivery

Federal Reserve Bank of New York, 33 Liberty Street, New York, NY

2000-2010

Sr. Human Resources Specialist – Talent Management & Development

Developed, facilitated and customized managerial, leadership, interpersonal, and personal productivity skills programs for all levels with focus on managerial and senior staff

- Saved 12 hours per manager by accelerating transition of 100 new managers to administer Federal Reserve Bank of New York policies using just-in-time web tool and case-based training sessions
- Increased productivity of 160 administrative professionals by 10% through new training curriculum to enhance leadership and customer service skills, one-stop web resource, and redefined roles
- Consistently evaluated over 95% by participants in overall course experience and application of course material

Over ten years previous experience in corporate training and training team management

EDUCATION

MBA Finance, St. John’s University, Jamaica, NY

BA Psychology, Queens College, Flushing, NY