

DOUGLAS J. COFFEY

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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 manager of financial and leadership programs.

Certified to facilitate workshops in:

- Leadership, coaching and feedback (Forum) ☐ Relationship banking sales training (Action Systems)
 - Financial Accounting for Bankers (Omega) ☐ Problem analysis and decision making (Achieve Global)
 - Business Cash Flow (Omega) ☐ Business writing (Jefferson Smith)
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SELECTED ACCOMPLISHMENTS

- Received Master of Human Resource Management 2015 and 2019 James R. Chelius Award for Excellence in Education
 - Leveraged corporate human resources and financial experience to transition to teaching at master's, undergraduate and certificate levels in human resource management, finance, economics and accounting
 - Managed Career Resource Center to promote self-study learning and career counseling while increasing management bench strength and staff marketability
 - Received Federal Reserve Bank of New York President's Award for enabling staff to perform online payroll and benefits transactions
 - Saved 1,200 hours by accelerating transition of 100 new managers to administer bank policies
 - Saved over \$500k in external training costs and accelerated promotion time to credit officer by developing and directing credit training program; built financial analysis skills, bench strength, and staff mobility opportunities
 - Consistently evaluated over 95% by participants in overall course experience and application of course material
 - Saved \$25,000 quarterly expenses and enhanced interoffice communication through videoconferencing
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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 courses online
- Teach undergraduate courses in Introduction to Human Resource Management and HRM & Finance
- Counsel students and support school activities
- Serve on School of Management and Labor Relations Review Committee

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

Taught Financial Decisions, Economics and Demographics of Labor Markets, and Managing Workforce Flow courses Undergraduate program: teach Introduction to Human Resource Management, HRM & Finance, and Staffing courses

- Received 2019 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 School of Management and Labor Relations Review Committee
- Served on Nontenure 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

- Received President's Award at Federal Reserve Bank of New York for enabling 200 staff without desktop access to perform online benefits and payroll transactions saving 20 hours per week in face-to-face service time
- 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 session
- 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
- Managed Career Resource Center to promote individual learning and career development; introduced online resource tracking application; saved 30 hours weekly administration by consolidating with Research Library
- Prepared multi-million dollar talent management budgets; streamlined bill paying by two weeks monthly
- 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**