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Portfolio Examples

**LEADING THROUGH COLLABORATIVE
MANAGEMENT WITH EMPHASIS ON
ACCOUNTABILITY AND RESPONSIBILITY
TO GET THINGS DONE AND GET THEM
DONE RIGHT.**



Honesty, Integrity & Leadership

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Philosophy

Whilst the last members were signing [the Constitution], Doctor Franklin, looking towards the Presidents chair, at the back of which a rising sun happened to be painted, observed to a few members near him, that painters had found it difficult to distinguish in their art, a rising, from a setting, sun. I have, said he, often and often, in the course of the session, and the vicissitudes of my hopes and fears as to its issue, looked at that behind the President, without being able to tell whether it was rising or setting; but now at length, I have the happiness to know, that it is a rising, and not a setting sun.

By Ben Franklin

I like this quote because it is one of optimism, hope and knowing that tomorrow will always be a better day!

Education

- **Currently in PhD Program in Organizational Leadership**
 - ❖ Liberty University

- **PhD (ABD) in Education (Adult-Learning Theory)**
 - ❖ University of Pittsburgh

- **Master of Business Administration (MBA)**
 - ❖ Point Park University

- **Master of Arts (MA)**
 - ❖ Duquesne University

- **Bachelor of Arts (BA)**
 - ❖ University of Pittsburgh

Experience & Competencies

Leadership abilities:

- **Enables decision making** – Thorough coaching enables employees to make appropriate decisions while retaining ultimate accountability and responsibility for those decisions; considers all alternatives to make the best decision with available information and resources.
- **Coaches** – Provides guidance, feedback, and direction to solve complex problems, and accomplish projects through Keller's ARCS model of motivation.
- **Mentors** – Coaching, discussion, goal setting, and role modeling, creates an environment of teamwork and accomplishment through the informal creation of a mentoring system.
- **Facilitates change** – Develops and implements process changes for the success of individuals, the team, and the business through proper Change Management principals.

Business abilities:

- **Establishes strategic direction** – Develops short-term and long-term strategic goals/vision based upon business goals/strategic plan.
- **Performs analysis** – Determines the root cause of problems and evaluates all available solutions through root cause analysis.
- **Effects planning and organization** – Manages time and resources effectively as seen through my experience in managing the Leadership Development for 11,000+ employees through 39 separate programs involving six hospitals and physician practices.

Experience & Competencies

Interpersonal abilities:

- **Communicates effectively** – Conveys clear and concise information to individuals and groups throughout all levels of the organization.
- **Develops partnerships** – Enables successful team work to accomplish goals.
- **Builds trust** – Leads by example, trusts others, actions are above reproach.
- **Influences others** – Communicates openly and honestly enabling acceptance of ideas, projects, etc.

Personal Attributes:

- **Results-oriented** – Sets and achieves realistic goals (both short- and long-term) that align to annual corporate goals.
- **Creative** – Seeks alternate ideas/solutions daily; share information with others via creative, interactive media as seen by my personal goal of creating one new idea per day to be more effective.
- **Energetic** – Accepts and encourages change in self and others; maintains positive outlook regardless of situation.
- **Manages differences** – Appreciates and encourages different capabilities, insights, and ideas through the use of facilitation skills.

Award Winning Performance

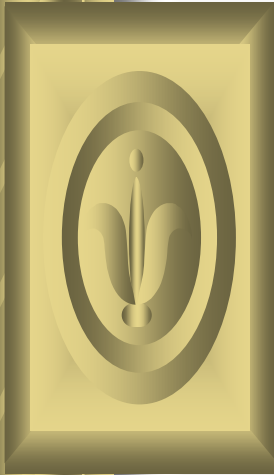
- **Award for Honesty, Integrity, and Leadership**
- **Process Improvement Award**
- **“Employee of the Year”**
- **Best Presentation, National Conference, American Association of Family Physicians**

Associations

- **Society for Human Resource Management**
- **American Society for Healthcare Human Resource Management**
- **American Society for Training & Development**

Charity Work

- **24th Annual Toys for Tots Campaign**
 - Coordinated 50 local businesses & toy collection party – Fill a U-Haul event
- **Manegait Silent Auction Fundraiser**
- **YMCA Carwash**
- **Boys & Girls Club – Charity Poker Night**
- **Annual Clothing Drive for Women's Shelter**



For Additional Questions,
please contact

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