

Kathryn O. Kadilak

Strategic WorkLife Solutions, LLC, P.O. Box 3412, Warrenton, Virginia 20188
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Senior Program Manager and Policy Specialist
Strategic Analysis and Planning * Policy Development
Program Development/Implementation * Public/Private Partnerships
Excellent Verbal and Written Communications * Project Leader * Persuasive Negotiator

Accomplishments

Leadership:

- Received the Metropolitan Washington Work/Life Coalition's Worklife Leadership Award for outstanding achievements in promoting and expanding worklife-related programs.
- Established the first worklife resource and referral service within a cabinet-level federal agency, the U.S. Department of Justice (DOJ), resulting in a 357% ROI due to savings accrued through employee use of the service and time saved.
- Successfully persuaded senior Department of Justice leaders to invest in a public/private partnership to establish quality, affordable childcare geared to the needs of lower income families resulting in the award of over \$800,000 in child care subsidies.
- Represented the agency on the D.C. Corporate Child Care Board establishing and overseeing Center operations from 1998-2006.

Change Management:

- Provided expert consulting services to DOJ managers, staff, and union representatives in developing win-win strategies for implementing worklife options such as flexible work schedules, part-time/job sharing, and telework.
- Helped DOJ increase employee participation in some form of flexibility to 25% of workforce, a 100% increase in the last 10 years, including a nearly 300% increase in teleworking.
- Established the first federal worklife website providing one-stop shopping in researching and accessing worklife offerings to over 120,000 nationwide DOJ employees.
- Obtained visible, top management support for worklife initiatives through Attorney General written and verbal messages to managers and staff since 1994 and during Democratic and Republican Administrations.
- Developed a multi-color brochure advertising the DOJ Worklife Program, which was disseminated nationwide to 120,000 employees' homes.
- Negotiated multi-color printing, which is normally not approved for government publications, because of the recruiting effectiveness of the brochure; the brochure was eventually used by 11 DOJ sub-agencies in their recruitment and orientation packages.
- Developed a conceptual design and updated text for a DOJ Worklife Handbook that was compatible with web publication enabling it to be posted on the DOJ worklife website.
- Presented in-depth information on worklife initiatives in a concise and persuasive manner through senior management briefings, management development training, and conference presentations/workshops throughout the United States and Canada.

Special Project Management:

- Chaired DOJ Worklife Implementation Working Group 1999-2002 for Attorney General Janet Reno.
- Chaired Office of Personnel Management (OPM) Legislative Issues Committee 1999-2000. Committee included representatives from the Department of Education, Social Security Administration, U.S. Agency for International Development, Central Intelligence Agency, General Accounting Office, and National Security Agency.

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- Leader, Justice Performance Review (JPR) Work/Life Innovation Team, Vice President Gore's National Performance Review Project, 1995-1996.

Experience

Strategic WorkLife Solutions, LLC, Warrenton, Virginia

March 2007 – Present

Founder and President

- Provide consulting support to individuals and organizations to create better outcomes at work, at home, and in life through the use of flexible work arrangements and other worklife strategies.

U.S. Department of Justice (DOJ) Washington, D.C.

February 1994 – March 2007:

Department Worklife Program Manager

- Direct on a national level the DOJ Worklife Program (WLP), which entails developing and implementing multiple strategies for expanding use of telework and other flexible work options, dependent care support and family leave programs.
- Author numerous worklife-related communications from the Attorney General or the Assistant Attorney for Administration to the DOJ workforce, the President, members of Congress and Cabinet-level officials.
- Provide consulting support to senior management teams, individual managers, union leaders and employees at all organizational levels on strategic use of worklife initiatives.
- Establish and oversee contracts to accomplish DOJ worklife goals and objectives.
- Speak at internal and external meetings/conferences to promote use of flexible work and dependent care programs.

U.S. Department of Education (DOE), Office of the Assistant Secretary for Administration, Washington, D.C.

May 1992 – February 1994:

Deputy Director, Headquarters Consolidation Center

- Served as senior advisor in managing the multi-million dollar project to build a DOE Headquarters Building near the U.S. Capitol.
- Developed strategies and policies to standardize DOE furniture and equipment and establish a multi-million dollar contract to ensure expert architectural, engineering and relocation management support.

Education

Master of Public Administration, The American University, Washington, DC

Bachelor of Arts degree in Psychology, Mount St. Mary's College, Emmitsburg, MD

Awards

1992 – 2005 Outstanding and Sustained Superior Performance Awards

1996 Justice Special Commendation Award

Featured Speaker for Professional Presentations:

2007 Federal Manager's Association Convention, Alexandria, Virginia

2006 National League of Cities Conference, Bethesda, Maryland

2005-2006 Guest Lecturer for undergraduate and graduate level human resource management courses at the George Washington University, Washington, D.C.

2004 AWLP Conference, Phoenix, Arizona

2003 D.C. Women's Bar Association Lunch-Time Seminar, Washington, D.C.

2002 Federal Bureau of Investigation Women's Program Symposium, Washington, D.C.

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2001 International Personnel Management Association Conference, Washington, D.C.
2000 Canadian Government Management Symposium (Ottawa, Canada)
2000 Office of Personnel Management Worklife Symposium, Washington, D.C.
1999 Office of Personnel Management Human Resources Conference, Hershey, Pennsylvania
1998 Alliance for Worklife Progress (AWLP) Conference, Orlando, Florida
1994 United States Attorney's Office Retreat, Little Rock, Arkansas

Professional Associations

President, Metropolitan Washington Work/Life Coalition
Co-Chair of Innovative Excellence Award Committee, Alliance of Work/Life Progress