

Application Form

Profile

Karen Mulik
First Name Middle Initial Last Name

[Redacted]
Email Address

[Redacted]
Home Address

[Redacted]
Suite or Apt

[Redacted]
City

[Redacted]
State

[Redacted]
Postal Code

[Redacted]
Primary Phone

[Redacted]
Alternate Phone

Employer

Job Title

Which Boards would you like to apply for?

School Committee: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

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Upload a Resume

KAREN MULIK, Esq.



HUMAN RESOURCES ATTORNEY

Licensed Massachusetts Attorney | Labor & Employment Law | Employee Relations Advisor

SKILLS

- Licensed attorney
 - Over 20 years HR experience
 - Labor and employment law
 - Union labor relations
 - Contract management
 - Employee relations and conflict resolution
 - In depth knowledge of federal & state employment laws
 - Risk mitigation
-

PROFESSIONAL EXPERIENCE

ATKORE, New Bedford, MA

June 2021 – present

Human Resources Director

Strategic Human Resources Director, adept at developing and implementing strategies that support organizational goals and foster a positive workplace culture. Extensive experience providing oversight in multi-location/multi-state environment. Diversity, Equity & Inclusion Committee lead.

- Proactive thought partner to the VPHR and business unit CEO, passionately delivering HR excellence.
- Robust understanding of federal and state employment laws with proven ability to apply legal principals to diverse workplace scenarios and navigating legal complexities to ensure organizational compliance.
- Resolution of compliance-related issues, minimizing legal exposure for the organization.
- Proven ability to provide strategic legal counsel on HR policies and practices and effectively communicate to convey complex legal concepts to stakeholders.
- Lead and manage investigations into employee grievances, employee relations matters, claims of harassment and discrimination and allegations of workplace misconduct.
- Developed and delivered training and coaching on employment and labor law matters to HR professionals and leadership team.
- Collaborate with outside counsel on immigration related matters and immigration and visa process.
- Proficient negotiating and drafting of clear and comprehensive legal contracts tailored to specific requirements, ensuring alignment with corporate policies.
- Evaluate and advise on contractual rights and obligations, mitigating legal risks. Provide interpretations on complex contract terms, ensuring clarity for stakeholders.
- Commitment to maintaining strict confidentiality and highest ethical standards.
- Lead cross-functional teams in solving complex problems and improving operational efficiency.

- Collaborate with executive leadership team to successfully implement change management programs.
- Conduct thorough analyses of existing processes to identify opportunities for optimization and innovation.
- Demonstrated ability to manage simultaneous projects with competing deadlines in a high-pressure environment.
- Demonstrated confidence in decision making during critical project phases, ensuring successful outcomes.
- Partner with executive leadership team to build and drive talent strategy that support business growth.
- Successful implementation of programs across geographically distributed teams ensuring seamless collaboration across varying cultures.
- Create an interest-based problem-solving labor relations culture.
- Negotiation of labor agreements and management of union grievances and arbitrations.
- Provide strategic leadership in the area of diversity, equity & inclusion.

CIRCLES SODEXO GROUP, Waltham, MA

May 2016 – June 2021

Human Resources Director, Circles US

- Serve as key member of North America senior leadership team with dual reporting to Global CEO (North America) and VP, Global HR (France).
- Render legal advice that promotes achievement of operational business goals while balancing risk and minimizing potential legal liability.
- Providing legal advice, counsel and opinions in all areas of labor and employment law affecting focus on compliance, labor and employment and policies and procedures.
- Interface with global senior leadership team on potential risks in compliance, contractual, and legal areas and propose risk mitigation strategies.
- Assist with a variety of legal issues by providing counsel on day-to-day compliance with major federal and state employment laws.
- Offer guidance to global senior leadership team regarding labor laws, employee relations, hiring, termination, employee leave, compensation, performance management, termination, wage laws, discrimination, disability, benefits, employee handbooks, safety and the development drafting of policies and procedures, employment contracts and severance agreements.
- Devise human resources practices that supported achievement of 20% revenue growth.
- Created recruiting strategy to support 65% growth in the employee population.
- Designed employee engagement strategy that improved annual engagement scores, improved morale and business continuity.
- Created and implemented training for management team on matters including HR compliance, interview skills and policy and procedure.
- Work closely with global senior management team as well as global HR team to develop and implement HR strategy including recruitment, training and development, compensation plans, benefits, policies and compliance for a high growth company with a highly attractive culture.
- Provide remote Human Resources leadership to over 30 locations throughout the US.

- Implement and manage career growth process, including development of learning and development program, succession planning, implementation and oversight of mentoring program and partnering in compensation review process with leadership team.
- Perform a variety of other HR related administrative and project duties as required.

MULIK LAW, Wilmington MA

June 2015 – June 2021

Attorney

Sole practitioner concentrating on various areas of law including contract law, reproductive & family law, personal injury & premises liability, small business law, animal right law and other general practice areas.

LAW OFFICE OF DAVID J. HOEY, North Reading, MA

February 2014 – September 2015

Attorney

Served as attorney at litigation firm concentrating in nursing home negligence, elder abuse, wrongful death and medical malpractice. Conducted client intakes, initial case investigation and assessment, and case rejections. Researched statutes and case law and drafted pleadings and motions on behalf of plaintiffs. Drafted discovery including interrogatories, requests for production of documents, requests for admissions. Prepared for and attended pretrial conferences, motion hearings, trials, mediations and depositions. Assisted other attorneys with development of case strategy. Trained junior associates and law clerks to monitor and manage risk as well as to ensure compliance with firm policies and processes.

NOTE: Between January 2012 and June 2014, I attended law school full time. During this time, I also maintained two legal internships.

TOWN SPORTS INTERNATIONAL, Andover, MA

September 2009-January 2012

Employee Relations & Development Manager

Managed all company standards and procedures, recruiting, policy systems and learning and development program. Developed and managed compensation and performance management systems through annual and mid-year performance review process, coaching and performance plans. Managed employee relations, conflict resolution and compliance issues. Provided leadership to over 500 employees, including senior leadership to ensure compliance with HR policies, as well as federal and state regulations. Mentored and coached management on issues regarding performance, employee development and ethics. Managed budgets of all departments and provided reporting of data to corporate team.

FITNESS TOGETHER, North Reading, MA

December 2005 – September 2009

Owner/President

Oversaw all functions of business including sales, budgets, state and federal legal compliance, employee relations and conflict resolution, organizational development, training and development, mentoring and coaching employees through exemplary leadership and communication skills. Developed, implemented, and trained staff on all policies, procedures and held them accountable to all company standards.

KAMCO SUPPLY, CORP., Woburn, MA

February 2001 – December 2005

Regional Human Resources Director

Developed regional HR department for the northern region of the company covering multiple states. Managed all aspects of HR department, payroll, safety and recruiting. Designed and implemented safety program in accordance with corporate guideline and OSHA standards. Represented company at workers compensation trial hearings. Multi-state experience (NH, ME, VT, MA). Managed worker's compensation, property and liability claims as well as DOT files and COBRA administration.

EDUCATION

Juris Doctor – Massachusetts School of Law – 2014

BA Degree – Psychology & Legal Studies - University of Massachusetts - 2000

PROFESSIONAL AFFILIATIONS

- Admitted to the Massachusetts Bar
- Massachusetts Academy of Trial Attorneys
- Women's Bar Association
- Massachusetts LGBTQ Bar Association
- Member – Society of Human Resources Management (SHRM)

Application Form

Profile

Ashley

First Name

A

Middle Initial

Fogg

Last Name

[Redacted]

Email Address

[Redacted]

Home Address

[Redacted]

Suite or Apt

[Redacted]

City

[Redacted]

State

[Redacted]

Postal Code

[Redacted]

Primary Phone

[Redacted]

Alternate Phone

Stay at Home Parent

Employer

[Redacted]

Job Title

Which Boards would you like to apply for?

School Committee: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I would consider it to be a privilege, honor and responsibility to serve as a School Committee member for the Hopkinton Public Schools. I grew up in Hopkinton and attended the public schools. I have a Bachelor of Science in Applied Legal Studies from Suffolk University in Boston where I graduated Magna Cum Laude and received accolades for the top position in my graduating class. Before making the decision to stay home with my children, I worked as a paralegal in law firms in Boston and Woburn. My legal background and experience provides a unique asset different to any current school committee member or candidate and I believe would equip me very well to serve on the SC. My husband, Peter and I moved back to Hopkinton in 2018. We have three children, two of whom currently attend Elmwood and Hopkins schools, and a 5-year old who will attend Marathon this fall. I am very active in the schools and have a personal relationship with many of the staff members, teachers and principals. I am often the room parent for my children's classrooms and thoroughly enjoy serving and helping teachers throughout the school year. Currently, I am on the Executive Board of the HPTO as the VP for the Hopkins School and the HPTO Appreciation Coordinator for Marathon. Both positions have me working with another parent volunteer to organize all the appreciation events for the staff at Marathon Elementary and all the sponsored HPTO events, extracurriculars, and fundraising at Hopkins. I am an active member of the community most recently volunteering as a coach for a Hopkinton travel basketball team and serving and volunteering in my Hopkinton church. My first-hand experience of having elementary age students in Hopkinton gives me real insight into the issues, concerns and priorities many parents and community members may have regarding our schools. I hope to take this real-time experience and use it in making informed decisions as it affects the Hopkinton Public Schools and our children. I hope to engage as a thoughtful contributor and offer a balanced and discerning perspective to problem solving and planning for our school district. I think the School Committee works best when we have different points of view. We should have the willingness to ask the hard questions but also communicate and listen with respect while working towards the common goal of doing what is best for our students and families. My top priorities as I run for election: 1. Managing effectively the exponential growth we have seen in our student population in the last several years; 2. The social and emotional development of our students as we emerge from the last 3 years; 3. Continuing the excellence of Hopkinton Public Schools academics. I would like to be considered for the vacant position on the School Committee. Thank you.

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Upload a Resume

ACADEMIC PREPARATION:

9/08 – 05/10 Baccalaureate Program, Paralegal Studies, Suffolk University, Boston, MA

- ABA-approved baccalaureate program in paralegal studies.
- B.S received September 2010.
- Elected Officer of Suffolk University Paralegal Association (SUPA).
- President's Scholarship received for years 2009-2010
- Awarded Magna Cum Laude upon graduation.
- Dean's List – 4 semesters
- 3.8 GPA

Courses taken: Family Law, Civil Litigation, Corporations, Fundamentals of Paralegal Practice, Introduction to Law & the Legal System, Legal Research & Writing I & II, Personal Injury Law.

AWARDS/HONORS RECEIVED:

- Outstanding Award for Legal Research & Writing: Suffolk University, Spring Semester 2009.
- Highest GPA Award for Paralegal Department: Suffolk University, Spring Semester 2010.

PROFESSIONAL EXPERIENCE:

2/13-12/13 OFFICE ADMINISTRATOR

Chapel of the Cross, 160 Flanders Road, Westborough, MA 01581

Provided administrative support to staff members Responsible for website maintenance, drafting and send weekly email to entire congregation, preparation of weekly bulletin, maintaining attendance records, preparation of PowerPoint slides for Sunday services, financial accounting for student missions.

9/11- 2/13 LEGAL SECRETARY

McLane, Graf, Raulerson & Middleton, P.A., 300 TradeCenter, Suite 6400, Woburn, MA

Provide secretarial and administrative support to 4 attorneys including one director and three associates. Responsible for maintaining 4 individual calendars; Coordinating meetings with clients and staff; Prepared all correspondence to clients; Maintained, reviewed and prepared billing invoices for clients; Maintained telephone communications and incoming mail. Prepared pleadings, exhibits and legal documents for litigation trials. Prepared legal documents for real estate transactions.

1/11-9/11 REAL ESTATE PARALEGAL/SECRETARY

QuickSilva Title, LLC, 206 Holland Street, Somerville, MA

Specializing in real estate transactions. Prepare all documents prior to closing. Preparation of title documents, title insurance commitments, tax information, cleared title issues. Maintained firm's multiple IOLTA accounts on Quicken, responsible for bank reconciliations and check transactions. Responsible for scheduling with clients and attorneys.

5/09- 11/10 PARALEGAL/OFFICE SECRETARY

Brickley, Sears & Sorett P.A. , 75 Federal Street, Boston, MA

Specializing in real estate transactions. Prepare all documents in real estate closings. Prepare Purchase & Sale Agreements, Offers, Deeds, Mortgages, Notes and other documentation required by the banks and registry. Maintain firm's account with the bank and Quickbooks. Responsible for bank reconciliations and check transactions. Responsible for the coordination of scheduling meetings with clients and other attorneys.

12/06-1/09 OFFICE MANAGER/LEGAL SECRETARY

Law Office of Earl S. Titlebaum, Hopkinton, MA

Specializing in Family Law and Criminal Matters. Prepared all legal documents for divorce work. Interviewed clients and schedule meetings. Worked closely with the courts to coordinate hearing dates and mediation. Responsible for scheduling depositions. Frequent travel to and from court for filing documents and complaints. Organized and maintained attorney's calendar and appointments. Prepared all correspondence to clients and other parties to the case.

References can be provided upon request.

Application Form

Profile

Christopher

First Name

J

Middle Initial

Masters

Last Name

[REDACTED]

Email Address

[REDACTED]

Home Address

[REDACTED]

Suite or Apt

[REDACTED]

City

[REDACTED]

State

[REDACTED]

Postal Code

[REDACTED]

Primary Phone

[REDACTED]

Alternate Phone

Bay State Hockey, LLC

Employer

Director

Job Title

Which Boards would you like to apply for?

School Committee: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I am deeply passionate about education and committed to ensuring the continued success of the Hopkinton school system. Having been a resident of this town for the past 20 years, I have personally witnessed the positive impact of our schools on the community. My three children, including my son Chase, currently in the 6th grade at the middle school, have all been educated in the Hopkinton school system. I am particularly invested in maintaining and enhancing the high standards that our school system has achieved. Hopkinton schools are widely recognized as among the best in the state, and I believe it is crucial to preserve this level of excellence. I am not just an observer; I am a stakeholder with a vested interest in the success and continuous improvement of our schools. Having raised three children with special needs, I am well acquainted with the complexities involved in both the general education and special education populations within Hopkinton schools. This firsthand experience has provided me with a unique perspective on the diverse needs of our students and the importance of fostering an inclusive and supportive educational environment. In serving on the Hopkinton school committee, I aim to contribute my insights, advocacy, and dedication to addressing the diverse needs of our students. I am committed to promoting policies that support both general education and special education, ensuring that every child receives the quality education they deserve. My long-standing connection to the community, combined with my personal experiences, positions me as a candidate who not only understands the current strengths of our school system but also recognizes the areas where improvement and innovation are needed. In conclusion, my genuine passion for education, deep roots in the Hopkinton community, and personal experience navigating the challenges of special education uniquely qualify me to serve on the Hopkinton school committee. I am dedicated to maintaining and enhancing the excellence of our schools, advocating for the needs of all students, and contributing to the continued success of the Hopkinton school system.

[Upload a Resume](#)

Application Form

Profile

Jamie

First Name

L

Middle Initial

Wronka

Last Name

Email Address

Home Address

City

Primary Phone

Alternate Phone

Worcester State University

Employer

Visiting Instructor - Occupational
Therapy Department

Job Title

Suite or Apt

State

Postal Code

Which Boards would you like to apply for?

School Committee: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

I am passionate about public education, and I would be honored to serve the remainder of this term. My special interests lie in accessibility of education and meeting each student where they are - whether high achieving academic students, or those who may struggle and/or need extra supports. I am the mother of 3 young students in the public schools. My eldest is at Elmwood School in 2nd grade and I have twins in Kindergarten at Marathon School. I have been closely following the Elmwood School Building Committee process, familiarizing myself with the capital budget realities the school district is facing with our growing student population. I appreciate the balancing act of fiscal responsibility, providing value for each public funded dollar spent, and providing the high quality education that Hopkinton is celebrated for. I have a master's degree in occupational therapy, and I currently teach at Worcester State University in the OT program. I have been closely involved with Hopkinton Public Schools in both my volunteer roles as vice chair of SEPAC (which I would resign from if appointed) and executive board volunteer on the Hopkinton Parent Teacher Organization as Executive Board Secretary, then as Membership VP, and recently stepped up as Elmwood School Vice President. I believe there is great value to having representation on School Committee of a parent of young children - my children will be utilizing and benefitting from Hopkinton Public Schools for the next 12+ years. I have a deeply vested interest in the success of our schools - as well as perspective on the importance of sustainability in both ecological and economic definitions of the terms. I also have demonstrated my dedication to public service in Hopkinton through my experience on various boards and committees - which I began volunteering for shortly after my husband and I purchased our home in Hopkinton in 2012. I understand the significant time and gravity of this commitment. Thank you for your consideration, I look forward to serving with the school committee.

Jamie L Wronka

Jamie Wronka

Professional Experience

Worcester State University

6/22-present

Visiting Professor - Occupational Therapy Program

- Design, develop, and teach occupational therapy coursework - areas of expertise including occupational therapy evaluation and treatment of older adults, assistive technology across the lifespan, kinesiology lab, clinical reasoning, and global health perspectives. Students taught include sophomores through graduate students.
- Supervision of graduate assistants
- Advise students in every undergraduate year who are majoring in occupational therapy - support and guiding students to maximize their learning including choosing a minor and managing busy schedules to ensure meeting all requirements to graduate.
- Faculty engagement - review of curricular threads, coordination with other faculty to ensure coverage of all areas required by ACOTE.
- Consult with biology department research project - virtual reality and falls
- Interdisciplinary educational opportunities coordination with Communication Disorders department.

Natick Walpole VNA

6/17-2/22

Homecare occupational therapy through metro west area.

- Patient centered care, coordination with team, patient's family/friends, physician teams. Certified dementia practitioner. Practice focused on trauma informed care with at risk clients.
- Direct patient care - performed evaluations and evidenced based treatments, care coordination with clinical team members and referring physicians
- Client population ranged from young adult through elder geriatric
- Cognitive testing and functional cognitive assessment to provide guidance to clients and families when planning for long term safety.
- Acted as resource within agency, receiving referrals for complex pain management treatment through use of modalities - cold laser, kinesiotaping, and myofascial release

Metrowest Homecare & Hospice - Homecare

2/15-6/17

Homecare occupational therapy through metrowest area. Same practice model noted in VNA description above.

Saint Vincent Hospital - Inpatient Acute Care

9/14-7/17

Acute care hospital - patient populations include orthopedics, ICU, cardiac and neurology units. Per Diem.

- Acute inpatient care, common diagnoses - CHF, COPD, acute stroke, ICU patients

Good Samaritan Medical Center – Geriatric Psychiatry Program,

8/12-12/14

Lead OT. Secure 16-bed inpatient psychiatric program for adults 55+

- Program development: de-escalation toolbox creation and instruction to staff, group program development to maximize use of evidence based practice approach and quantifiable documentation utilized by staff - this program was implemented in other psychiatric units in network.
- Patient evaluations: cognitive status, coping skills, & mobility status using standardized assessments (ACLS, MOCA, TMT). Sensory Room development and unit space re-organization
- Co-Chair of *Fall Prevention Team* in hospital wide Nurse Practice Council – perform statistical analysis of trends & RCA – created fall prevention education hand out for families and patients throughout hospital. Fall prevention initiatives on unit resulting in improved patient safety, decreased falls, and increased safety awareness in complex unit/population
- Initiated and designed OT student fieldwork program with Springfield College & Boston University
- Served on *Hospital Ethics Committee*

Spaulding Hospital Cambridge – Spaulding Rehab Network

8/08-9/14

Advanced Clinician. (previously Youville Hospital)

180-bed long-term acute care facility– specialty treatment area: Cardiac/Pulmonary ventilator unit.

- Evaluation and treatment of medically complex pts admitted from acute care hospitals for medical mgnt & rehab
- Network-wide specialty in cardiac rehab and treatment of ventricular assistive device (VAD) patients.
- Coordinated Occupational Therapy Level I Fieldwork students collaborating with 8 colleges/universities
- NEOTEC award for excellence in OT Fieldwork Education. Partners In Excellence Award for VAD team
- Dr. Giacino's 'Disorders of Consciousness' program: treatment and objective evaluation of patients recovering from TBI
- Designed annual staff competencies for Rehab Department & evaluated various staff members with competencies in prep for their yearly review

Milton Hospital

3/07-8/08

Inpatient acute care (ages 18-101). Outpatient clinic (ages 18+) primarily orthopedic, repetitive stress injuries.

- Inpatient care: surgical, cardiac, and intensive care units, majority of medical patients are ages 70+, surgical patients included TKR, THR, and spinal surgeries
- Outpatient (hand therapy) role: collaboration with resident hand surgeon, employee health, workman's comp cases, and orthopedic physicians

Harbor Area Early Intervention

1/06-3/07

The program philosophy holds that parents are experts and primary teachers of their children. Areas served include East Boston, Chelsea, Revere, Winthrop, Charlestown, Beacon Hill & North End.

- Evaluate children for sensory dysfunction and developmental delays with multidisciplinary teams
- Create individual and family treatment and goal plans with family collaboration
- Develop and lead groups of 3-11 children with focus on parent separation, sensory exploration, motor development, and attention

Community engagement

Town of Hopkinton

1/15-9/18 Conservation Commission, at large member, appointed by Select Board.

4/19-11/20 Trails Coordination and Management Committee, at large member. Committee created by Select Board to address abutter coordination and mission of creating accessible passive recreation spaces in town. I designed a process for engaging abutters to new trail plans, creating checks and balances to maximize buy in from residents which supports the success of trails. This process continues to be in place.

Hopkinton Parent Teacher Organization: 8/2021-8/2022. Executive Board Secretary.

8/22-Present. Membership VP

8/23-Present. Elmwood Elementary VP

9/2022-present Upper Charles Trail Committee, alternate member

1/2023 - present Special Education Parent Advisory Council - Vice Chair

Online Peer Support Groups

2017-2020 - Admin Breastfeeding support group - focus on fed is best, 1,000 members

2016-present - Admin Career support group for working parents, 745 members

2017-2021 - Admin of admin coordination group, focus on coordination over umbrella of peer support groups encompassing 305 members who admin over 600 peer support groups. Goals to maintain cohesive objectives and guidelines consistent with the mission of the volunteer run organization with over 10,000 members worldwide.

Education

University of New Hampshire, Durham, NH.

MSOT Dec 2005. **BSOT** May 2004 Summa Cum Laude and Honors in Major.

AOTA Certified Fieldwork Educator 2010
Certified Dementia Practitioner 2018
Trauma Informed Care - Tina Champagne 2013
Myofascial Release I & II 2009, 2011

LORI M. NICKERSON



Biotech Executive | General Counsel

Legal Strategies ❖ Relationship Management ❖ Operational Planning

Experienced General Counsel with 20+ years of experience providing strategic legal advice and guidance to executive team members and board of directors, influencing corporate strategy and decision-making. Track record of developing and implementing legal plans, policies, and procedures to optimize operational efficiency and enhance productivity leveraging extensive experience supporting commercial, marketing, clinical, R&D, and operations teams. Experience includes international legal frameworks, cross-border transactions, and global regulatory compliance, delivering effective legal support in multinational corporations. Highly skilled negotiator with the ability to influence and win on critical issues. **Recognized as a team builder and leader with a personal commitment to organizational excellence by displaying honesty, integrity, and a strong sense of ethics in all decisions and actions.**

CORE COMPETENCIES

Strategic Legal Planning & Execution | Executive Leadership & Team Management | Corporate Governance | Mergers & Acquisitions
Compliance and Regulatory Affairs | Commercial Agreements | Master Clinical Trial Agreements | Risk Management | SEC Reporting
FDA and CMS approval | Stakeholder Communication | Contract Negotiations & Vendor Management | Decisive Decision Making

PROFESSIONAL EXPERIENCE

Fortis Life Sciences

May 2022 – Present

EVP, GENERAL COUNSEL & CHIEF HUMAN RESOURCES OFFICER

Advise executive management team and Board of Directors in navigating regulatory frameworks and driving legal strategies that advance business objectives for an entrepreneurial life sciences company.

- Member of the executive team with enterprise responsibility for human resources, corporate governance, commercial, healthcare, and corporate compliance, employment law, intellectual property, strategic transactions, litigation, and privacy
- Lead a team of Legal and HR professionals, inspiring and motivating them to achieve performance goals and execute the company strategy by providing them with tools, technology, training, and space for growth
- Shape the organization's culture, fostering employee engagement, and driving strategic legal and human capital initiatives to support the overall success of the business
- Develop and implement risk management strategies to minimize legal exposure and safeguard company assets
- Lead commercial and quality teams in their negotiations of legal agreements with biotech and pharmaceutical customers, governmental entities, and other third parties in the distribution channel
- Support key M&A transactions, including legal due diligence, counseling on transaction structures and business terms, assisting with the preparation, negotiations, and drafting of confidentiality agreements, term sheets, and definitive transactional documents
- Collaborate with external counsel and consultants to handle complex legal issues, including M&A, JVs, and regulatory compliance
- Oversee the HR department including strategic planning, policy development, talent acquisition and management, employee relations, compensation and benefits, training and development, and ensuring compliance with labor laws and regulations

Exact Sciences Corporation

Apr 2021 – Apr 2022

ASSOCIATE GENERAL COUNSEL

Delivered strategic and tactical guidance, serving as the lead legal business partner to the Pipeline business unit, the clinical affairs team, and the multicancer early detection program for a molecular diagnostics company.

- Collaborated with executive leadership on organizational goals, aligning legal strategies to support the company's mission
- Provided leadership, strategic thinking, and legal expertise to drive organizational growth and efficiency including negotiating strategic collaboration agreements with multicancer early detection-focused providers
- Directed a team of attorneys and paralegals supporting global clinical affairs, medical affairs, and research collaboration; evaluated staff performance, identified training and development needs, and promoted a culture of continuous improvement
- Advised corporate clinical affairs team on compliance risks of promotional collateral for clinical trial recruitment campaigns
- Developed and implemented training programs for the clinical affairs team regarding basic contract terms, effective negotiation tactics, and corporate compliance matters for effective clinical site management and successful study outcomes
- Oversaw legal compliance matters for laboratory-developed tests and the generation of real-world evidence for FDA/CMS approval
- Managed legal negotiation of clinical and research vendor relationships with mobile phlebotomy vendors, contract research organizations, and biorepository vendors

- Supported integration team to ensure successful harmonization and integration of contracting, IT, and HR systems for M&A activity
- Collaborated with lab operations, clinical affairs, tax, finance, and payer reimbursement teams on appropriate corporate entity strategy to meet laboratory-developed test program needs
- Managed outside counsel on specialized corporate compliance, data privacy, regulatory, product liability, and other clinical matters

Hologic, Inc

Feb 2010 – Jun 2015

ASSOCIATE GENERAL COUNSEL

Jun 2015 - Feb 2021

Served as the legal business partner for the Chief Operating Officer, Chief Procurement Officer, and VP of Facilities lead teams.

- Developed a centralized procurement contracting process for ~1000 direct supplier relationships resulting in ~\$80M in cost savings
- Managed worldwide supply chain legal matters to ensure the availability of key components for the COVID-19 molecular test to increase product output from 14M to 40M tests per month
- Developed and implemented training programs for procurement, operations, corporate marketing, and IS teams regarding basic contract terms, effective negotiation tactics, and corporate compliance matters.
- Led negotiation and closure of a \$50M contract with a vital sole-sourced component supplier to safeguard commercial availability of COVID-19 PCR molecular test
- Advised marketing team on compliance risks of promotional collateral for physician programs and direct-to-consumer campaigns
- Collaborated with the Tax team regarding the mitigation of tax and legal consequences related to intercompany manufacturing, distribution, and quality agreements
- Managed corporate paralegal and outside counsel regarding specialized corporate compliance, data privacy, regulatory, bankruptcy, products liability, and other litigation matters

SENIOR DIRECTOR, SENIOR CORPORATE COUNSEL (DIAGNOSTICS DIVISION)

Sep 2011 - May 2015

Advised sales, marketing, and clinical executives on commercial legal and compliance activities for a \$1.2B Diagnostics Division.

- Created and negotiated commercial agreements including government, managed care and GPO agreements, CRO, clinical trial, service, partner, development, individual investigator, material transfer, beta test, grant, loan, and confidentiality agreements
- Advised marketing and clinical teams about marketing collateral content, physician programs, customer training materials, Quick Reference Guides, material safety data sheets, and product labeling.
- Supported medical affairs activities, including speaker programs, conventions, and advisory boards to ensure compliance
- Trained newly hired sales representatives on corporate compliance matters, including Federal Anti-Kickback Statute, Stark Law, False Claims Act, Sunshine Act, HIPAA, and other federal and state regulations

DIRECTOR CORPORATE COUNSEL

Feb 2010 – Sep 2011

Counseled executive, clinical and sales teams regarding commercial legal activities for the International division's Breast & Skeletal Health, Diagnostics, and Surgical products in Europe, Latin America, the Middle East, Africa, India, and Asia Pacific regions.

Previous Roles:

2002 - 2010

Aspect Software, Inc - Contract Counsel (Interim)

NetCracker Technology Corporation - Corporate Counsel

LiveWire Mobile, Inc. - Corporate Counsel

The Rogers Law Firm P.C. – Associate

EDUCATION & OTHER CREDENTIALS

Suffolk University Law School – Boston, MA

Juris Doctor, cum laude

Boston College – Boston, MA

Bachelor of Arts, cum laude, in English and Psychology

Order of the Cross and Crown Honor Society

Admitted to Massachusetts Bar (2002)