

Kim M. Voyle, Ph.D.

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EDUCATION

UNIVERSITY OF CALIFORNIA, SANTA BARBARA
Doctor of Philosophy, Educational Psychology
Dissertation: The Path of Vocation: Women's Career Transitions in Middle Adulthood

AZUSA PACIFIC UNIVERSITY
Master of Science, Human Resources Management

EVANGEL COLLEGE
Bachelor of Science, Psychology

RELEVANT EXPERIENCE

CLERGY LEADERSHIP INSTITUTE

Present Clergy Leadership Institute
Director of Administration

Oversees policies and procedures of the Institute to ensure standards and criteria are met efficiently and effectively.

Coordinates logistics including travel, site booking, accommodation fees, and associated registrations and costs.

Responds to participants' inquiries, registers participants, and ensure correct information is provided to teachers and conference site administrators.

Administers accounts payable, accounts receivables, and related financial documentation.

PATHFINDERS CAREER SERVICES

Present Career Coach Master Career Counselor #3666
National Certified Counselor & Career Counselor #31081

Focus on Career Development for Meaningful Life Work: This process aligns one's work with one's inner self. It includes self-reflection to discover the client's deepest passions and then exploring how to align those passions with a meaningful career.

Assist clients with the development of a career strategy plan by assessing clients' interests, skills, values, and personality style. Mutually identify career goals and methods to reach goals.

Assist clients with development of job search self-efficacy through interview skills training and resume preparation.

VOYLE AND VOYLE CONSULTING SERVICES

1995-2003 Personnel Services Consultant
Project examples include:

Reorganization, classification, and compensation studies for the Ventura County Fire District, Sheriff's Department, Public Works Agency, Public Health Department, City of Ventura, and Department of Airports.

Consult to churches in areas of personnel selection, performance appraisal, ministry development, team building, and sexual harassment prevention. Co-authored the manual Assessing Skills and Discerning Skills and the Parish Survey software program.

Develop, plan, organize, and conduct assessment centers for management selection in public sector and nonprofit organizations. Co-presenter of "The Use of Assessment Center Technologies in the Assessment and Selection of Clergy" at the International Congress on Assessment Center Method.

Design and present training programs on the MBTI, Effective Leadership Skills, Team Building, Job Search Strategies, and Career Planning.

1990-2002 Career Counselor National Certified Counselor and Career Counselor #31081

Assist clients with the development of a career strategy plan by assessing clients' interests, skills, values, and personality style. Mutually identify career goals and methods to reach goals.

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COOPERATIVE PERSONNEL SERVICES

1999-2003 Personnel Services Consultant
Project examples include:

Project Director for classification study of Courtroom Clerks.

Conducted classification and compensation projects for Water Districts, Cities, and Counties.

Interim Human Resources Manager for a regional planning agency.

Executive recruitment for Water District General Manager and recruitments for other public sector positions.

1989-1996 COUNTY OF VENTURA, PERSONNEL DEPARTMENT

1994-1996 Senior Personnel Analyst

Researched, developed and evaluated selection tools, such as written, performance, and oral interview examinations to select qualified candidates. Developed recruitment strategies and materials.

Performed detailed analysis on numerous management and union-represented positions and recommended correct classification and compensation.

Provided effective customer service to departmental representatives and administration regarding interpretation of personnel laws and Memoranda of Understanding.

Developed and presented oral and written Board Letters and program information.

1989-1994 Manager-Career Development Program

Administered County Career Development Program and Workforce 2000 Grant.

Designed, implemented, and managed the Career Development Program with 1000 participants and a \$380,000 budget. Supervised clerical and technical staff. Assessed and counseled employees to assist them with a career strategy plan.

Administered a \$125,000 Federal Grant "Developing Workforce 2000" to establish and staff a Labor-Management Committee. Prepared and presented seminars on Workforce 2000 and related topics at conferences in Canada, Washington, D.C., and California.

Developed and implemented an Outplacement Program including group workshops and individual counseling in conjunction with the Employee Assistance Program staff.

1988-1989 CITY OF SANTA ANA, HUMAN RESOURCES DEPARTMENT

Human Resources Analyst II and Senior

Provided generalist personnel services to agencies and departments including recruitment and selection, classification and compensation studies, and employee and labor relations.

1985-1987 COUNTY OF VENTURA, PERSONNEL DEPARTMENT

Senior Personnel Analyst

Provided generalist personnel services to agencies and departments including recruitment and selection, classification and compensation studies, and employee and labor relations.

1981-1985 CITY OF EL PASO, PERSONNEL DEPARTMENT

Personnel Analyst II

Developed and validated personnel selection tests including assessment centers.
Interviewed job applicants to determine suitability for a variety of positions.

ACADEMIC EXPERIENCE

1991-2002 CALIFORNIA LUTHERAN UNIVERSITY

Adjunct Professor

Developed and taught "Organizational Behavior", "Fundamentals of Human Resource Management", "Women in Business", and "Staffing and Employment" courses.

1996-1999 UNIVERSITY OF CALIFORNIA, SANTA BARBARA

Research with Dr. Jenny Cook-Gumperz on Adult Reentry Students.

Research Assistant to Dr. Cynthia Hudley evaluating a community collaboration.

PUBLICATIONS

Brown, M. T., Lum, J. L., and Voyle, K. M. (1997). Roe revisited: A call for the reappraisal of the theory of personality development and career choice. Journal of Vocational Behavior, 51, 283-294.

Brown, M. T. and Voyle, K. M. (1997). Without Roe. Journal of Vocational Behavior, 51, 310-318.

Cook-Gumperz, J. and Voyle, K. (1999). Re-entry students' sense of time and life chance. Paper presented at the American Anthropology Association.