



City of Seattle Boards & Commissions Notice of Appointment

Appointee Name: <i>Schuyler Reid</i>		
Board/Commission Name: <i>Seattle Human Rights Commission</i>		Position Title: <i>Member</i>
<input checked="" type="checkbox"/> Appointment OR <input type="checkbox"/> Reappointment		Council Confirmation required? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Appointing Authority: <input checked="" type="checkbox"/> Council <input type="checkbox"/> Mayor <input type="checkbox"/> Other: <i>Fill in appointing authority</i>	Date Appointed: <i>mm/dd/yy.</i>	Term of Position: * <i>7/23/2021</i> to <i>7/22/2023</i> <input type="checkbox"/> <i>Serving remaining term of a vacant position</i>
Residential Neighborhood: <i>West Seattle</i>	Zip Code:	Contact Phone No.:
Background: <p>Born and raised in Alaska, Schuyler Reid sought out adventure in Shanghai and New York City before settling down in West Seattle to enjoy a quieter pace of life. While globe-trotting, Schuyler realized her passion for human rights advocacy and found fulfilling work in impactful, mission-driven organizations. In her current role as a Manager at Human Rights Watch, she has the exciting privilege of building engaging and meaningful learning and development opportunities for over 500 staff in almost 50 countries.</p> <p>In her free time, Schuyler enjoys volunteering, exploring Washington's magnificent parks, finding little free libraries in her neighborhood, baking tasty treats, and embroidering nature scenes onto pillowcases.</p>		
Authorizing Signature (original signature): 	Appointing Signatory: <i>Councilmember Tammy Morales</i> <i>Seattle City Council</i>	

SCHUYLER REID (SHE/HER)

• Human Resources Management •

ABOUT ME

An accomplished HR practitioner with years of experience in all areas of nonprofit people operations, including benefits and leave administration, performance management, talent development, employee relations, and culture change.

EDUCATION

2012 University of Alaska
BBA Finance

2022 University of Washington
Certificate in Human Resources Management

EXPERIENCE

2021 - Human Resources Manager

now Human Rights Watch - Seattle

- Collaborate with leadership and key stakeholders to develop and implement learning and development policies, budgets, and strategies.
- Review individual and organizational development needs and ensure learning opportunities are meeting those needs.
- Assist managers with setting performance objectives and monitoring progress.
- Collaborate with Union representatives and the Legal team to manage employee relations challenges.
- Manage the annual performance review process for the organization.

2019 - Stress and Resilience Task Force Co-Chair

now Human Rights Watch - Seattle

- Work closely with organizational leadership, the Diversity, Equity, and Inclusion Task Force, and other key stakeholders to create the organization's approach to staff wellbeing and resilience.
- Built an internal peer support program consisting of a diverse cohort of professionally trained staff members.

2019 - Human Resources Senior Coordinator

2021 Human Rights Watch - New York City

- Fueled leader engagement on diversity, equity, inclusion, and staff wellbeing by liaising with subject matter experts and consultants to craft a bespoke multi-year training programs.
- Collaborated with stakeholders and expert consultants to complete a benefits review with a special eye to mental health support and international equity.
- Launched a comprehensive and inclusive Employee Assistance Program, helming research and implementation.
- Created government compliance reports, including the organization's EEO data.
- Managed and mentored newly joined HR staff.

- 2018 - Human Resources Associate**
- 2019** Human Rights Watch - New York City
 - Collaborated with payroll and IT colleagues to create a flawless on-boarding process of new hires.
 - Built out the employee departure process to gain insightful metrics used to improve the employee experience.
 - Successfully transitioned the organization to a more comprehensive and integrated HRIS.
 - Coordinated open enrollment processes for over 300 staff.
 - Assisted with domestic and international audits to ensure accuracy and compliance of data.

- 2016 - Human Resources and Administrative Coordinator**
- 2018** Seeds of Peace - New York City
 - Partnered with leadership on the creation and implementation of effective employment policies and procedures.
 - Powered employee satisfaction and retention by conducting salary research and recommendations for staff in five countries.
 - Augmented diversity and inclusion in recruitment by creating a streamlined and strategic hiring process.
 - Furthered career development for interns by leading and organizing the year-round program.

- 2014 - Administrative Officer**
- 2016** Alaska State Commission for Human Rights - Anchorage
 - Procured optimal candidates for vacancies by reviewing job applications to identify and vet potential employees, conducting interviews of applicants in conjunction with hiring managers, and successfully onboarding new staff.
 - Drove informed decision making through developing and maintaining databases, analyzing data, and creating divisional reports for the Governor.
 - Managed four administrative staff for the division.
 - Ensured seamless internal and external audits, including managing the divisional budget, personnel, and payroll records.
 - Promoted information transparency by authoring internal communications and external reports for senior management and Commissioners.

EARLY CAREER

Human Resources Clerk

English Teacher

SKILLS

Policy Creation

Change Leadership

Employee Relations

Project Management

Process Improvement

SOFTWARE

UltiPro/UKG

APD

Concur

Greenhouse

Zendesk

Microsoft Office



Seattle Human Rights Commission

November 2021

21 Members: Pursuant to *SMC 3.14.920*, all members subject to City Council confirmation, 2-year terms:

- 8 City Council-appointed
- 9 Mayor-appointed (includes 1 Get-engaged Mayor position)
- 4 Other Appointing Authority-appointed: Commission-appointed

Roster:

*D	**G	RD	Position No.	Position Title	Name	Term Begin Date	Term End Date	Term #	Appointed By
1	M	4	1.	Member	Schuyler Reid	7/23/21	7/22/23	1	City Council
			2.	Member	Robel Mulugeta	7/23/21	7/22/23	1	Mayor
2	M	7	3.	Member	Tyrone Grandison	7/23/21	7/22/23	2	City Council
	F		4.	Member	Roopali Dhingra	7/23/21	7/22/23	1	Mayor
	F		5.	Member	Guneeta Chadha	7/23/21	7/22/23	1	City Council
	F		6.	Member	Amanda Richer	1/23/21	1/22/23	1	Mayor
	M		7.	Member	Allan Nyaribo	1/23/22	1/22/24	1	City Council
	F		8.	Member	Julia Ismael	1/23/20	1/22/22	1	Commission
	F		9.	Member	Rachel Kramer	7/23/20	7/22/22	1	Mayor
2	F	6	10.	Member	Jackie Turner	7/23/20	7/22/22	2	City Council
1	F	7	11.	Member	Erika Chen	7/23/20	7/22/22	2	Mayor
6	F	3	12.	Member	Vacant	7/23/20	7/22/22	2	City Council
	F		13.	Member	Jackie Schultz	1/23/21	1/22/23	1	Mayor
	F		14.	Member	Kayleigh Kleiva	1/23/21	1/22/23	1	City Council
6	F	7	15.	Member	Vacant	1/23/21	1/22/23	1	Mayor
6	M	3	16.	Get Engaged	Vacant	9/1/21	8/31/22	1	Mayor
	F		17.	Member	Natasha Bennett	7/23/20	7/22/22	1	City Council
	M		18.	Member	Alexander Tang	1/23/20	1/22/22	1	Mayor

			19.	Member	Vacant	7/23/20	7/22/22	1	Commission
6	M	3	20.	Member	Brian Egger	1/23/20	1/22/22	2	Commission
6	F	3	21.	Member	Jessica C. Bhuiyan	7/23/20	7/22/22	2	Commission

SELF-IDENTIFIED DIVERSITY CHART

(1) (2) (3) (4) (5) (6) (7) (8) (9)

	Male	Female	Transgender	NB/ O/ U	Asian	Black/ African American	Hispanic/ Latino	American Indian/ Alaska Native	Other	Caucasian/ Non-Hispanic	Pacific Islander	Middle Eastern	Multiracial
Mayor	2	5											
Council	2	5											
Comm	1	2											
Total	5	12											

Key:

***D** List the corresponding *Diversity Chart* number (1 through 9)

****G** List *gender*, **M**= Male, **F**= Female, **T**= Transgender, **NB**= Non-Binary **O**= Other **U**= Unknown

RD Residential Council District number 1 through 7 or N/A

Diversity information is self-identified and is voluntary.