

# Roberto Sepúlveda

*A Magnet and Incubator of Talent that creates an environment of inclusion  
that allows for all our Talent to Flourish*

◆ 708-878-9234 ◆ [rsepulveda8@yahoo.com](mailto:rsepulveda8@yahoo.com)

---

---

## Diversity Management/Community Outreach/ Training & Development

Corporate Social Responsibility  
Corporate Communications  
Bilingual: Spanish and English  
Leadership Training & Development

Diversity Recruitment & Outreach  
Program Design & Development  
Marketing & Public Relations  
Diversity Initiatives

Full Cycle Recruiting  
Consulting  
Event Planning  
Relationship Building

### Work Experience

#### SC Johnson

*Manager – Global Inclusion & Diversity*

July 2015 to Present

- Manages the U.S. Inclusion & Diversity Business Councils.
- Provides guidance in establishment of the ERG business plans
- Influences & negotiates with Council leadership to ensure company policies, guidelines, principals, and strategic objectives are followed.
- Provides direction in the identification and evaluation of program/event content.
- Develops & manages the GID Business Council metrics & reporting
- Manages the GID education initiatives such as training programs and conference participation
- Assist in the identification & evaluation of educational offerings.
- Provides analysis and insights into the diversity analytics for Global Inclusion & Diversity (GID)
- Responsible for Diversity Scorecard, Diversity Reports, ROI metrics
- Manages external People awards & internal diversity surveys
- Works directly with internal & external key stakeholders to collect data to ensure survey is accurate, complete and turned in by the deadline.
- Work with the Vice President of Inclusion & Diversity, and Talent Global Human Resources on projects to advance the company's inclusion & diversity strategy.
- Provides insights/analysis on the surveys.
- Assist in the development and manages the implementation of the Affirmative Action Plans (AAPs).
- Coordinate communications between the company and third party vendors for AAP development and audit support.
- Assist with the collection of information and data for AAP plan development.
- Monitors Progress—mid-year & annual reviews.
- Provides guidance and coaching on EEO/AA processes and recommendations for improvement.
- Assist with the development and execution of GID Communication plans

#### United Stationers

*Diversity & Inclusion*

October 2013 to March 2015

- Manage the development and implementation of our Company-wide diversity/inclusion strategy.
- Manage the implementation of the strategy/plan, with the support of the FSC and local Diversity Councils.
- Partner effectively with organizational leadership, business units and functions to ensure successful implementation and establishment of diversity/inclusion deliverables.
- Develop HR metrics and associated methodology for consistently reporting representation, as well as diversity/inclusion opportunities, progress, achievements, and shortfalls to HR leadership and senior management.
- Provide feedback to the proper management regarding the organization's people practices including talent sourcing, hiring, development, promotion, and retention. Use data to assess workforce composition and to identify areas of opportunity for United Stationers, and partner with Recruiting to ensure we more accurately reflect the communities in which we do business.
- Partner with Development & Training in the design and development of appropriate, cost-effective training curriculum for all diversity and inclusion programs. Align with HR generalists and functional managers to identify skill gaps within the organization relating to diversity and respect within the workplace.
- Work as a change agent within the organization, responsible for identifying barriers to the success of diversity. Develop strategies and initiatives to address these barriers.
- Assess opportunities which link diversity with ongoing business and HR processes and initiatives.
- Serve as point of contact for United Stationers to external diversity constituents.
- Coordinate localized grassroots recruiting efforts which meet business needs and support the representation of diversity.
- Support and assist with the Affirmative Action initiatives and annual plan.
- Design, implement, and run key organization development, talent management, and training initiatives, such as systems training, assessments, and talent support tools.

**Sepulveda Consulting (Various Clients)***Consultant & Strategist*

November 2012 to October 2013

- Facilitated the 2013 Strategic Planning for the Hanover Park Cultural Inclusion and Diversity Committee
- Project management for an IT Conference which also includes volunteer and intern recruitment
- Business Development/Sales Training and Business Planning for a Start-Up Online Publication

**Kraft Foods (Contract) – Northfield, IL***Diversity Consultant*

July 2012 to November 2012

- Research, screen and identify vendors for various diversity training programs such as “Unconscious Bias”
- Research and identify external vendors for training to support talent acquisition strategies
- Increase participation and engagement of POC (People of Color) High Potential Employees in various programs for retention and development
- Experience and evaluate Kraft’s diversity curriculum to provide feedback on current vendor

**Sara Lee Corporation – Downers Grove, IL***Inclusion & Diversity*

July 2009 to June 2012

- Responsible for supporting 5 areas: Workforce, Work Environment, Community Investment, Supplier Diversity, and Multicultural Marketing
- Oversaw the activity and development of 4 Employee Resource Groups: Pride, Sara Lee Young Professionals (SLYP), Minority Forum, and the Women’s Network with a annual budget of 100k
- Restructured the programming and budgeting process of the Employee Resource Groups to include metrics and goals that will assist in measuring sustainable progress
- Managed 7 external relationships with an annual spend of over 250k. The relationships included diversity organizations such as the National Black MBA, Network of Executive Women, National Asian American Professionals, military recruitment organizations and Hispanic organizations
- Increased our utilization of our programs and services with our diversity organizations to 100%
- Gained the support of General Managers from the Jimmy Dean and Hillshire Farm brands to grow our overall diversity budget by allocating marketing dollars at a time when HR budgets were reduced
- Built a relationship with our executives that led to our CEO, CMO and other leaders to speak at external diversity events, such as, the Sara Lee sponsored 2010 CEO breakfast that drew more than 1,200 attendees, which is the record for any NSHMBA Conference event
- Positioned Sara Lee as an Employer of Choice by increasing the communication of our diversity work which led to Sara Lee winning the 2011 NSHMBA Brillante Award for Corporate Excellence and our diversity efforts also helped achieve a Perfect 100 HRC Score in 2011
- Increased diverse hires by raising the level of engagement with external relationships which led to a growth in our pipeline of qualified candidates
- Mentored and trained Sara Lee recruiters and hiring managers in diversity recruiting strategies and cultural competencies
- Created Spanish training materials that allowed Sara Lee to increase its training to 2,000 more plant employees

**Hispanic Alliance for Career Enhancement (HACE) - Chicago, IL***Account Manager*

July 2006 to March 2009

- Provided recruiting teams with guidance on diversity recruitment best practices and was the liaison between corporate sponsors, professional job seekers, college students and universities
- Managed portfolios for 10 Fortune 500 companies valued at least \$345,000
- Increased corporate member renewals by 83% by making sure HACE’s 40 Corporate Members were content with services and they utilized all deliverables that were part of their membership package. Corporate members included HSBC, Time Warner, JPMorgan Chase, Exelon, Sara Lee, Jewel, Best Buy, Hewitt, United Way, U.S. Cellular, and Merrill Lynch
- Enhanced the hiring process for corporation members by prescreening, coaching and mentoring over 30 job seekers monthly to ensure competency between the job seeker and the company
- Executed successful HACE Latino Recruitment Series, evening open-houses, for CNA Insurance, BP America, Sara Lee, UBS, Lehman Brothers in New York City and Chicago and increased the average attendance from 65 to 110
- Successfully conducted recruiting activities by developing and maintaining relationships with campus placement offices, and faculty in colleges such as Baruch College, NYU, UIC, DePaul University, Dominican University, and others New York and Illinois Universities
- Implemented sourcing strategies to identify talented diverse candidates by partnering with ALPFA, NSHMBA, SHPE, NBMBA, and NABA
- Earned a Bonus in 2007 by recruiting and placing more than 35 job seekers in positions ranging from entry level internships to Director and Executive positions

<b>Education</b>	<p><b>Dominican University</b> - River Forest, IL Masters in Business Administration (M.B.A) Concentration: Human Resources</p> <p><b>SMU Cox School of Business</b> – Dallas, TX Corporate Executive Development Program Certificate of Completion, Executive Leadership</p>	
<b>Affiliations</b>	<p><b>National Society of Hispanic MBA's (NSHMBA)</b> 2003 - Present President Emeritus (Present) President (2012) Executive Vice President (2010-2012)</p> <p><b>West Cook YMCA</b> 2012 - 2015 Board of Directors</p> <p><b>Triton College Community Advisory Committee</b> 2010 – 2016 <b>Fenwick High School Diversity Committee</b> 2010 - 2016</p> <p><b>Association of Latino Professionals in Finance and Accounting (ALPFA)</b> 2009 - 2011 Vice President of Student Affairs</p> <p><b>HispanoFest</b> 2009 - 2011 Vice President</p>	
<b>Achievements/Awards</b>	<p><b>Dominican University, Brennan School of Business – 2014 Young Mazzuchelli Model</b> <b>HACE Leadership Academy – 2013 Cohort Graduate</b> <b>Metropolitan Leadership Institute (MLI) – 2012 Cohort Graduate</b> <b>Latino Leaders Magazine – 2012 Club Leader of the Future</b> <b>AGUILA Leadership Program – 2011 Cohort Graduate</b> <b>Latino Leaders Magazine – 2010 Thought Leader Award</b> <b>Hispanic Alliance for Career Enhancement (HACE)</b> <i>President's Outstanding Initiative Award</i> 2007 <i>Constituent Career Coaching Award</i> 2007</p>	