**Certified Scrum Master (CSM) Project Manager (PM) Small Business Owner GOAL:** Leverage my extensive communication experience to present, influence, and deliver enterprise internal and external communication solutions.

**Stacy Davis**

[**PENASOLUTION.NET**](https://www.penasolution.net/) **– Owner/Freelancer**

**Talents, Skills,**

**&**

**Passions**

**I appreciate the demands and stresses of corporate executive’s time and knowledge. I have a lifetime of understanding the value and significance of lifting even the smallest burden from their to-do list. I work to anticipate their needs, actively guard their privacy, and behave discretely behind the scenes.**

**I enjoy collaborating and working with all types of personalities. I build meaningful relationships of trust and respect by utilizing and capitalizing on people’s strengths. I have found this helps everyone recognize and understand the role they play the team.**

**I have demonstrated the ability to learn new procedures quickly, balance multiple tasks simultaneously, and coordinate/lead projects and showcase results to a variety of audiences.**

*Talk is Cheap; Put pen to paper and make it real!*

#### **State Farm • 1999-present**

**-Communications - Project Manager/Scrum Master/Coach**

**Agile Scrum Master/Agile Coach/HealthCheck Facilitator-** My current role is scrum master in the IT Risk, Compliance, and Information Security (IS) space. Changing over from waterfall to Sprints/Kanban while not being co-located is tricky. I wear many hats as change management and change adoption is always one of culture and mindset change vs actual “tool” change. I have employed my knack of empathy, influence, and technical aptitude to guide early and late adopters to embrace a different way of thinking.

**Communications** – Skills plus is how work gets done! I develop and write Strategic/Standard Operating Plans (SOP) for projects, programs, and departments. Including work execution proposals, roadmaps, showcases, and executive presentations. (Think features, epics, strategies, showcases etc.)

**Communications/Recruiting** – Years of experience supporting logistics/planning for C-level executives. Including interviewing and collaborating with leadership to develop, plan, and coordinate company buzz and bring energy to departmental “All Hands Meetings”. Goals of enterprise unity gives leadership opportunity to express gratitude and motivation. It supports the company vision and mission of employee empowerment while endorsing and promoting the company brand.

**Communications** - I was a Project Manager enablement projects and IT Self-Assessments (Test/Vendor Mgmt); uncovering security and compliance concerns. I created executive level briefs and documentation for each assessment; then composed program and project plans, and execution strategies to validate, mitigate, or remediate the findings/solutions. – The unique position required regular expectation setting for mid-level and executive leadership along with cross-departmental project managers and analysts. A critical mix of Verbal/Non-Verbal, Written, and Social Communication became the fundamental tool for new Risk & Compliance adoption.

**Networker** – I “cold called” and managed relationships among peers, leaders, business partners, and clients to develop a network of creative problem solvers. I created communications for leadership about resource needs and restraints; selecting and attending recruiting fairs and conferences; participating in student and professional events for resource discovery; developing marketing, video, and talent onboarding.

* **Contracts Negotiations/Claims –IT Negotiations/Claims**

**Negotiator –** I researched/procured networking equipment for Enterprise*.* This included understanding business and systems requirements, current technology trends, and forecasting innovative business needs to collaborate with legal and Enterprise Risk Mgmt (ERM) for contracts.

**Claims** – I processed claims measured on quality, quantity, and integrity of the claim handling.

**UNITED Healthgroup (UHG) • 1996-1999 Anixter • 1993 - 1996**

Contract Negotiations – IT NegotiationsIT productSales & Inventory Management

**Stacy’s inclusion living by 3 L’s in life and at work.**

1. **Listen** – What is said & What is not said – Practice listening in a way that makes people want to talk.
2. **Learn** – What to ask & What not to ask – What is relevant and what is isolated.
3. **Lead** –What to say & How to say it – Speak in a way that encourages people to embrace change.