

Joyce A. Pratt

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Executive Management

Strategic Planning ▪ Diversity Initiatives ▪ Public Relations

Highly accomplished executive with national experience in equal opportunity affairs, human resource development, diversity-effective programs, leadership development, training curriculum development and presentation, workforce analysis, and publicity and public relations. Results-oriented, decisive leader with proven success in complaint handling, program development, and conflict resolutions. Tendency to thrive in fluid environments while remaining pragmatic and focused. ***Core competencies include:***

Large-Scale Planning ▪ Research & Analysis ▪ Freelance Writing
Zero EEO Losses ▪ Strategic Diversity Management ▪ Publicity Campaigns
Executive Liaison ▪ Mediator ▪ Complaint Investigator ▪ Fundraiser ▪ Spokesperson

PROFESSIONAL EXPERIENCE

T&J Associates of New Jersey LLC – Smithville, NJ 1986 – Present

President & Sole-Proprietor

Provide employment consulting and training services in the areas of diversity and employee relations. Company focus is assisting companies in selecting the best and most cost-effective solutions for improving performance in critical human resource areas. Services also include curriculum development, employee handbooks, job descriptions and essential job functions, data analysis summaries, assessments, mediation, grant writing and fundraising, and graphic and web site designing.

Key Achievements

- Created the first EEO & The Law training course for a state training institute.
- Design and present diversity programs as needed such as sexual harassment prevention, leadership development, and mediation training for public and private sector professionals and other employees.
- Conduct special training upon request for college undergraduate extra credit and graduate business programs in such areas as ethics, EEO & the Law.
- Develop and present programs for High School and Middle School career days.
- Design and provide printing of brochures, programs and flyers for nonprofit associations fundraising activities.

[\[http://tjassociates.homestead.com\]](http://tjassociates.homestead.com)

Trump Plaza Hotel & Casino – Atlantic City, NJ 1991 – 11/29/06

Diversity & Equal Opportunity Affairs (EOA) Manager

Manage diversity and equal opportunity affairs for Trump Plaza's 3,000+ culturally-diverse employees operating in a multi-disciplinary workplace to include hotel operations, food and beverage, gaming, security, surveillance, human resources, information technology, and accounting. [Served as EOA Representative 1991-1997 and EOA Manager 1997-present.]

Full responsibility for equal opportunity affairs and diversity efforts, to include addressing diversity issues as a result of company's reorganization efforts. Ensure supervisors, managers and executives receive training on equity laws and diversity initiatives, handle EEO complaints expeditiously, maintain record of zero lawsuit losses, assist human resources with diversity recruitment programs and EEO policies, develop and maintain external diversity relationships in public and private sectors, and act as liaison between company and external organizations on diversity issues, work with Purchasing Department to ensure competition with diverse vendors and suppliers, and assist external agencies in their pursuit of financial support. Report directly to the President & Chief Operating Officer and in his/her absence to the Vice President of Legal Affairs.

Key Achievements

- Created diversity responsive and sensitive management team prepared to lead a multi-cultural workforce towards improved productivity during cuts in staffing and spending.
- Developed and maintained an Equal Employment and Business Opportunities Plan (EEBOP), an affirmative action plan (AAP) for employment and business.
- Designed for Information Technology development an EEBOP workforce analysis system using the company's HR database for employee information.
- Developed a critical path accountability chart to measure management's EEBOP progress towards goals.
- Maintain Plaza's record of the only Trump property with zero EEO lawsuit losses for a workforce and customer base of national and international ethnicities.
- Review and make recommendations for job descriptions, essential job functions, and diversity recruitment.
- Designed and ensured maintenance of a database to maintain and provide reports on all EEO complaints and employment accommodations for analysis and easy retrieval.
- Foster relationships in public and private sectors to maintain company's positive image as an equal employment opportunity employer.

EDUCATION/TRAINING/LICENSES

Passed LSAT ▪ Rutgers School of Law Admission Pending, February 2009
Master of Business Studies (MBS) ▪ Stockton State College, Pomona, NJ
Bachelor of Arts (BA) in Business Administration/Marketing ▪ Stockton State College,
Pomona, NJ
EEO & the Law Training Certificate ▪ Rutgers University, New Brunswick, NJ
Certified Mediator ▪ Capital University/AAAA (Atlantic City, NJ offsite)
Key License Employee ▪ N.J. Division of Gaming Enforcement
Notary Public ▪ State of New Jersey

ASSOCIATIONS/COUNCILS/CLUBS (Past and Current)

American Association for Affirmative Action (AAAA) Public Info.Chair (1991 to 2008)
AAAA Region II [NY, NJ, PR and the U.S. V.I.] Regional Director (2000 to 2002)
AAAA Educational Foundation President (1999 to 2002)
Human & Civil Rights Association of New Jersey
(Member 1998 to present, VP Public Relations 2009)
Hispanic Alliance of Atlantic City Associate Member (2000 to present)
National Association of Professional Women (2008 - current)
New Jersey Affirmative Action Officers' Council (NJAAOC) (Chairperson 2002-2005)
Member New Jersey Advisory Commission on Women (1999 to 2006)

TRAINING PRESENTATIONS

*EEO & The Law, Sexual Harassment, Disability Discrimination, Workplace Civility,
and Cultural Awareness* – Trump Plaza Hotel & Casino, NJ (1997 to 2006) and the City of
Camden (2006-2007)
Affirmative Action – Tavis Smiley Foundation “Youth to Leaders 2000,”
Philadelphia, PA (2000)
Leadership Training/New Member Orientation for Regional Secretary — American
Association for Affirmative Action (AAAA) (2001-2002)
Getting the Job You Want! – Pleasantville High School, NJ (2003) and
Egg Harbor Middle School, NJ (2003-2006)
Ethics & Respect – Stockton College of New Jersey (2003)
Ethics & Respect on Campus and in the Workplace—AAAA (2004)
EEO & The Law Course Development and Presentation – State of New Jersey
Human & Research Development Institute (HRDI), Trenton (2005)
*Sexual Harassment, Complaint Investigations, Mediation, Diversity in the
Workplace* – City of Camden, NJ (2005 to present)
The Affirmative Action & Human Resource Relationship: Pros and Cons –
New Jersey Affirmative Action Officers' Council (NJAAOC) Mid-Winter
Conference, Trenton, NJ (2006) and AAAA National Conference (2007), *Leadership
Development* (2009)
Leadership Self-Assessment & Development – Philadelphia Liberty Industry
Liaison Group (2010)