

# E. Nicole Omer

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18 Years Combined Experience in Healthcare and Higher Education Operations  
15 Years Experience Leading People and Organizations

- Advanced knowledge of concepts, policies, processes, and regulatory requirements in higher education, healthcare and local government
- Demonstrated knowledge of project budgeting and fiscal management
- Demonstrated strategic planning and infrastructure development skills gained at a management level
- Advanced technical writing and editorial skills
- Demonstrated ability to create and build effective relationships with internal and external partners
- Knowledge of the structure, operations and requirements of public and private funding agencies
- Demonstrated ability to supervise and work with staff to improve outcomes and build morale

## EDUCATION

### **Master of Business Administration, Emphases in Finance and Healthcare**

*University of Utah*

*Salt Lake City, UT*

*August 2003*

### **Bachelor of Science, Management, Minors in Human Resources and Chemistry**

*Southern Utah University*

*Cedar City, Utah*

*May 2000*

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## PROFESSIONAL EXPERIENCE

### *Salt Lake Community College*

#### **Executive Director, Office of Sponsored Projects**

**2012-Present**

Lead all grant administration activity for the largest institution of higher education in Utah; Built department including creating, articulating and implementing a compelling vision and strategic plan. Recruit, train and mentor staff. Develop processes, procedures, databases and other infrastructure to support operations. Oversee compliance of highly technical, numerous grant regulations for the entire College. Develop and maintain highly functional relationships with internal and external partners. Act as advisor to executive and senior leadership. Represent SLCC interests on national boards, to federal agencies and to other community members. Act as the signatory authority for all grant. Lead development of complex, multi-million dollar initiatives. Key Contributions:

- Won leadership support to use grants, on a large scale, to strategically support College priorities and as an alternative revenue stream
- Increased grant portfolio from \$15M to \$30M
- Served on the Institutional Effectiveness Committee to develop and recommend institutional vision, mission, values, and goals for adoption by Executive Leadership

### *University of Colorado*

#### **Research Manager**

**2011-2012**

Directed Anesthesiology research administrative staff and activities (2 FTE's, \$25M budget) including all pre- and post- award functions. Partnered with leadership to determine research vision, hire research faculty, and harmonize grant operations among faculty. Developed financial template for faculty;

provided monthly reports including statistical analyses to improve efficiency. Built new relationships with other departments to create new, more effective service pathways.

**University of Utah**

**Business Manager**

**2009-2010**

Directed administrative strategy for the Cell Therapy Facility (35 FTE's, \$5M budget) including personnel, research, financial and operational functions. Oversaw all grant and development activities. Enhanced Facility reputation by improving customer service and strengthening partner relationships. Provided expert advice and detailed reports to leadership. Key contributions:

- Developed stem cell laboratory staffing model; presented at national meetings
- Cut staffing costs by \$112K in one year while improving morale and operational quality
- Secured new or improved service contracts with several providers
- Developed new staff training program to improve customer experience

**Senior Business Intelligence Analyst**

**2008-2009**

Oversaw performance management for Huntsman Cancer Hospital clinics and the Cell Therapy Facility. Pulled complex data sets, assisted with database development, performed complex data analysis, and created detailed reports. Trained faculty and staff on new benchmarking program and secured buy-in; Influenced leadership by providing expert advice and innovative solutions. Key contributions:

- Led 18 managers to implement benchmarking program resulting in significant efficiency and revenue increases for all: identified \$300K in savings and recovered \$180K within six months
- Co-wrote \$12M federal grant; forged and led the grant writing team
- Transformed two research programs and created supporting infrastructure

**Siren Network**

**President**

**2007-2008**

Directed, implemented and monitored the administrative and financial operations for Siren and its 3 subsidiaries: a private equity firm, a construction firm, and a real estate firm. Led major audit of accounting systems. Hired and managed leadership team. Raised \$700K for private equity firm.

**University of Utah**

**Manager, Pancreas Cancer Research Program**

**2000-2006**

Transformed pancreatic research efforts into a cohesive, highly-functional department. Led team of ~20 faculty and staff to complex operational, research and funding goals. Wrote and submitted over 100 grants. Managed over 50 grants simultaneously. Conducted research. Led the development of a clinical research database. Developed and implemented education and PR strategy. Key contributions:

- Established first pancreas research clinic and laboratory at federally designated cancer center
- Raised over \$1.5M for the program; pioneered new method of approaching donors

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**OTHER RELEVANT EXPERIENCE**

- Mountainous Planning District Planning Commission, 2016-Present
- Salt Lake County, Blue Ribbon Commission, 2012-2015
- Wasatch Front Waste and Recycling District, Board Chair, 2011
- Cottonwood Heights City, Councilwomen, 2010-2011