

**MARCY FLETCHALL**

California Based

818-622-0003

[marcy@kaleidoscopecompass.com](mailto:marcy@kaleidoscopecompass.com)

[LinkedIn.com/in/marcy-fletchall-kaleidoscopecompass/](https://www.linkedin.com/in/marcy-fletchall-kaleidoscopecompass/)

## SENIOR CAREER COACH & RESUME SPECIALIST

### PROFESSIONAL SUMMARY

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Visionary and pragmatic Senior Career Coach and Resume Specialist. Known as a Subject Matter Expert (SME) in Job Search, Career Pivot, Career Transition, Outplacement, Career Development, and Resume Writing. In-depth career management and leadership development background, capitalizing on the personal and practical approach. An empathetic yet realistic career coach who uses effective techniques and strategies to enhance the career discovery and landing process. Specialist in writing Applicant Tracking System (ATS) compliant resumes. Known as a coach and mentor who cares, listens, and establishes a motivational and non-judgmental climate. Exceptional interpersonal and consultative skills. Providing clients with "white glove" consulting and coaching experience to achieve success personally and professionally by a 5-star coach. Expertise with diverse populations at all levels of employment (C-Suite, Managers/Staff, and College Graduates), domestically and internationally.

### CORE COMPETENCIES

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**Career Development | Job Search  
Excellence Coach & Consultant  
Communication in all forms  
DEI | Disability | Client Advocate  
Inspire trust | Confidence  
Empathetic | Active Listener  
Client Engagement**

**Career Pivots & Transitions  
Client-Focused | Relationship Builder  
Creative | Innovative  
Competency Development  
Problem Solver | Logical Thinker  
Resume Specialist | ATS Writer  
Motivator | Empowerment**

**Outplacement Operations | Services  
Adaptive | Flexible | Agile  
Human Resources Senior Level  
Leader | Strategic Planner  
Exceptional Communicator  
Assessments & Analysis  
Networking & Industry Trends**

### PROFESSIONAL EXPERIENCE

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#### **Executive & Career Coach, Resume Specialist**

**01/2015 – Present**

Kaleidoscope Compass (Formerly HRchitects, Ltd) Domestically and Internationally

- Executive coach and mentor; strong background and utilization of career development best practices, including resume creation, networking, interview skills, negotiating, and personal branding for participants.
- Successfully managed outplacement consultants and several outplacement centers across the U.S.
- Coached clients through career transitions, terminations, and business startups with understanding and compassion with outstanding results.
- Consistently received accolades for delivery and above-average placement results.
- Skilled at translating and transitioning transferable skills to current market skills; coach clients on educational and networking benefits and process.
- Adapted to multiple types of outplacement programs – Right Management; Drake Beam Moran (LHH); King, Chapman, Broussard, and Gallagher; University of Houston Career Center Grant, Ascend Careers, and others.

- Strong skills in career coaching and business mentoring; successfully designed and developed career programs for young professionals and students, and acted as advisor and coach.
- Directed the completion of competency development and other types of job-related assessments.
- Support transitional career clients with interests, core competencies, abilities, and communication skills.
- Tracked, reviewed, and monitored client process, encouraging clients to continue with targeted goals and job search process.
- Assisted job seekers in increasing their knowledge in a particular field and helping them focus on the current requirements of the employers through networking interviews.
- Supporter of diversity, equity, inclusion, and disability.

#### ADDITIONAL RELEVANT EXPERIENCE

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Invaluable and extensive experience marshaling leadership, human resources, and career coaching.

##### **Strategic Adviser, Leadership & Human Resources**

Ministry of Interior/Abu Dhabi Police, United Arab Emirates

##### **Manager, Talent Management**

Public Administration Directorate, General Secretariat, Abu Dhabi Government, United Arab Emirates

##### **Director, Assessment Center and Career Development**

Department of Civil Service, General Secretariat, Abu Dhabi Government, United Arab Emirates

##### **Acting Director, Human Resources and Communication**

Idaho National Laboratory, Idaho Falls, ID

##### **Contract Consultant, Outplacement Manager, Executive Career Coach, and Resume Specialist**

King Chapman Broussard & Gallagher | Right Management | Drake Beam Morin | Ascend Caree

#### RELEVANT EXPERIENCE

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**a.b.d Ph.D.**, Management (emphasis in Management and Human Resources) California Coast University, CA

**Masters Business Administration**, California Coast University, CA

**Bachelor of Science**, Management, California Coast University, CA

#### PROFESSIONAL AFFILIATIONS & AWARDS

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SCORE, Senior Certified Coach/Mentor

International Association of Professional Coaches

#### RELEVANT EXPERIENCE

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**Certified Global Training Professional**, Institute of HR Management Education

**Level A&B Assessor, British Psychological Society (BPS)**  
**European Federation Quality Management (EFQM) Assessor Certified**

**Internal QMS Auditor**, Lloyd's Register Quality Assurance

**Achieve Global (Zinger Miller) Certified Prince 2**,  
**InsideOut Development: InsideOut Coaching**  
Project Management courses (UK)

**Dimensions Development Inc (DDI)**

**Certified Situational Leadership (SLII) Leadership**

**Institute Tracom Certification: Social Styles & Versatility, Orchestrating Team Performance**  
**Blessing White Certification: Managing Personal Growth**

**ChangeWorks Certification: Change Mastery, Leading Change**

**Global Mediation Certification: Mediation, Communication & Negotiation**