

Ryan M. Foster

linkedin.com/in/12rmfoster

12rmfoster@gmail.com

(612) 723-6171

Professional Experience

Amazon | Seattle, WA | February 2022 - March 2023

Program Manager - Workforce Development

- Creating HR internship program to up skill talent focusing on intern hiring practices, professional development, and process improvement.
- Building sustainable recruitment pipelines, hiring, interviewing, and sourcing processes.
- Creating professional development workshops to up skill interns while providing a value add to business needs.

Apprenti | Seattle, WA | 2019 - 2022

Senior Program Coordinator - July 2020 - January 2022

- Developed and launched the Apprenti Alumni Program – Connecting the 500+ network of program alumni to current apprentices and one another with a focus in internal and external companies' workforce development.
- Managed over 250 apprentices through a Registered Apprenticeship Program.
- Conducted 500+ behavioral interviews to select top-tier candidates for employer partners in various IT roles.
- Managed relationships with both internal and external stakeholders ranging from apprentices to employer partners to better improve the program operations.

Program Coordinator – January 2019 – July 2020

- Assessed and guide performance and professional well-being to meet program, hiring company of over 200 apprentices across the United States in various IT roles.
- Department of Veterans Affairs designated School Certifying Official – Managing and maintaining and gaining approval nationally under compliance requirements for veteran apprentices to receive various veteran benefits programs.

World Affairs Council | Seattle, WA | 2018 – 2019

International Visitor Program

- Prepared itineraries, managed scheduling, and organized event planning with various State Department and International Visitor delegations coming to the city of Seattle ranging from foreign dignitaries to Fulbright scholarship cohorts.
- Performed highly detailed research and informational briefs for the acting president of the World Affairs Council.
- Prepared and helped manage event planning on an as-needed basis.

Education

Western Washington University (Bellingham, Washington)

BA - Business Administration & Management

Skills

Workforce Development, Microsoft Office Suite, Tableau, Salesforce, Project Management, Program Development, Process Improvement, Technical Writing (SOPs, Proposals, etc.).