

Human Resources

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Office location

8th Floor, Tower Building Room #806

Hours

Monday through Friday: 9:00 a.m. - 5:00 p.m.

Mailing address

Massachusetts College of Art and Design
Office of Human Resources
621 Huntington Avenue
Boston, MA 02115

Phone

(617) 879-7920

Fax

(617) 879-7911

MassArt's Human Resources Department is committed to attracting and retaining a talented, innovative, collaborative, and student-centered workforce. Our campus community is valued for their professional, community relationships, and cultural contributions.

MISSION

Our mission is to be a model and resource to the campus community by providing leadership, professional development, and consulting services to faculty and staff in support of MassArt's vision and mission. To leverage partnerships, collaborative relationships, and campus feedback in designing and delivering comprehensive talent management, recruitment, and retention programs.

For prospective MassArt employees, the Career Database lists information about all available positions at the College and enables job applicants to submit their materials online.

MEET THE HR STAFF

Velda McRae-Yates, PhD
Executive Director of Human Resources
617-879-7920

vmcrae-yates@massart.edu

Provides strategic and operational leadership for the human resources activities throughout Massachusetts College of Art and Design; one of the nine state universities. Primary responsibilities include the following: labor relations; employee relations; employment recruitment and retention policies, practices and procedures; staff development and training; compensation and benefits management and processing as well as organizational development.

Kathryn Oram
Director of Benefits and Payroll Services
617-879-7908

koram@massart.edu

Assist the Executive Director with human resources programming, policies, and practices. Oversee the implementation of payroll procedures and practices, benefits, compensation and administration of collective bargaining matters and other related duties as assigned.

Patricia Wilson
Payroll Manager

617-879-7907

patricia.wilson@massart.edu

Manages and processes bi-weekly payroll services to ensure that faculty, staff, students, and contract employees are paid in a timely manner. In addition, monitors and inputs time adjustments and accruals, and follows up on employment verification requests.

Valerie Gilliard
Payroll Coordinator

617-879-7909

vgilliard@massart.edu

Processes bi-weekly payroll for work-study student and contract employees, coordinates payroll timesheet submission training, distributes payroll checks and deposit advices, as well as collaborate with departments to ensure payroll is activated for the employee in a timely manner.

Career Opportunities