

# **Ruth Littlejohn, M.Ed., M.HRD, MCs**

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<https://ruthlittlejohn.com>

**Spiritual Leadership/Leadership Development/Coaching  
HR Consultant/Diversity & Inclusivity Practitioner  
Training/Facilitation**

## **Professional Accomplishments**

### **Spiritual Leadership**

- **Spiritual Empowerment Center, Ecclesiastical Leader, 2005-2007;** led newly formed community after the sudden transition of the founding minister, Rev. Paula Byfield; resulted in providing transition services for the community; speaking and coordinating Sunday speakers; establishing and training full board; membership classes & growth; coordinating the teaching of classes using practitioners from Celebration Center and The Center of Peace; creating by-laws and establishing affiliation.
- **The Center of Peace, Staff Minister, 2008-10;** responsible for documenting the roles and responsibilities of Board members & coaching board leaders; resulted in clarity of responsibility, establishing the process for selecting new board members with timely and focused board meetings.
- **Hampton Roads Center for Spiritual Living, Founding Spiritual Leader, 2011-2019;** Collaborated with CSL Headquarters(United) to acquire branding and other processes to establish a new Center;
  - connected with three Unity community leaders in the area, facilitated group meetings to share about SOM Principles and practices, and provided community training sessions to share about SOM, resulting in meetings and training sessions providing participants with several Foundations classes that sourced members for the first board
  - As the founding spiritual leader responsible for developing the leadership team, providing Sunday services, supporting practitioners, tithing, and maintaining a connection with the Home Office
  - Collaborated with the Board to establish and nurture member communities while connecting and providing services to the local community, resulting in educating, inspiring, and transforming lives.
  - Facilitated training, coaching, and support for small dialogue groups
  - Facilitated monthly inclusivity interventions for 13 months-Beloved Community
  - Provided transition services as resigning spiritual leader
- **Magnificence Collective Focus Ministry, 2022-2025**
  - As Co-Spiritual Leader, partnered with Co-Spiritual Leader, Rev. Champion Fleming, to complete the affiliation process, establish and

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- onboard the leadership council, and create structures to support the operations of the ministry.
- Attracting and consulting with clients; proposing classes for professional development.
- Workshop leaders for VISTA 2023.
- Co-facilitated 5-day Emotional Intelligence(EQ) and Human Relations Workshops
  - Supported Faith Leaders to learn about, build, and practice emotional intelligence skills in a small group setting. ( Previously EQHR; now Interim Ministry Network, IMN)
- Designed and co-facilitated Affinity groups for White and Women of Color
  - White people and people of color each have work to do separately and together. Affinity groups provide space for people to work together and within their own racial group.

## Leadership Development/Coaching

- As an internal and external consultant, I coached all levels of leaders and employees, resulting in successful mergers, award-winning sales teams, diverse & inclusive teams, and successful leadership transitions.
- As a coach collaborated with the Howard County School System to coach assistant principals, resulting in 80% becoming successful principals.

## HR Consultant/Diversity & Inclusivity Practitioner

- As an internal and external HR consultant, responsible for coordinating employee relations, supporting clients in having difficult conversations, consolidating newly merged companies, resulting in establishing new procedures, improving morale and productivity, and exceeding timelines for productivity.
- As an internal and external consultant, responsible for coaching senior leadership teams in establishing and implementing diversity and inclusion initiatives, resulting in integrating practices and policies to align with mission and goals.
- As an external D& I practitioner, responsible for launching homogeneous race affinity group sessions, which resulted in heightened awareness, participants identifying internalized behaviors, using tools and practices to interrupt the identified behaviors, and establishing changed behavior.

## Training/Facilitation

- As an external consultant, responsible for designing a work readiness program, training the trainers, and facilitating the program, which resulted in 66% of participants finding and retaining employment.
- As an external consultant collaborated with co-facilitators to provide diversity competency training to diverse audiences, resulting in participants receiving certifications and referrals.

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- **As an external facilitator and co-facilitator provided emotional intelligence (ECI)feedback and coaching to leaders of Fortune 500 organizations, religious leaders, and government organizations.**

## **Education/Training**

- M.C.s, Masters of Consciousness Studies, Holmes Institute, San Diego, California
- M. S., American University/National Training Laboratories (NTL), Washington, DC
- M. Ed., Administration and Supervision, Lehigh University, Bethlehem, Pa.
- B.A., Sociology, Norfolk State University, Norfolk, VA.

## **• Employment/Service**

### **Spiritual Employment:**

- Magnificence Collective Focus Ministry, Virginia Beach, VA., Co-Spiritual Director
- Hampton Roads Center for Spiritual Living, Virginia Beach, VA, Founding, Spiritual Leader
- Consultant for Spiritual Center Boards; used data gathering sessions with Senior Minister and Board members to identify objectives; resulted in integrating new board members, providing support for the Senior Minister, and strategic planning for major projects.

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### **Corporate & Education**

- Astra-Zeneca; Astra-Merck; Astra Pharmaceutical, Wayne, Pa; Organizational Development Manager; Development Partner.
- Cigna Property & Casualty-Employee Relations Coordinator; Human Resources Consultant; Training Consultant.
- Penn State-Berk Campus-CE Marketing Representative
- Reading Area Community College, Grant Program
- CNA Insurance Company, Insurance Line Manager
- Metropolitan Property & Liability Ins. Co., Training Manager
- Hartford Insurance Group, Underwriting manager, trainer,

### **Self-Employment:**

- Ruth Littlejohn, LLC-Principal-current
- Working Life & Team, Inc.
  - Partial list of clients: Career Consciousness, Inc.; Suntiva, Inc.; Howard County School System; Med-Star Health; Verizon; NIH; Astra-Merck; Library of Congress; Dupont; Franklin Hospital; Strayer University; Howard County Community College; National Multi-Cultural Institute; Christiana Hospitals; Proctor & Gamble; U.S. Coast Guard; Wyeth Pharmaceutical; United Way-Reading Pa; Lucent; NTL

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## **Published Articles**

- <https://www.yourtango.com/self/leading-discussions-about-race>
- [How To Update Your Brain's 'Settings' — For Happiness And More Consistency | Ruth Littlejohn | YourTango](https://www.yourtango.com/relationships/how-to-update-your-brains-settings-for-happiness-and-more-consistency)
- <https://www.tidewaterwomen.com/health/longevity/why-you-need-spiritual-practice>, Why you need a spiritual practice, 11/19
- [https://www.pilotonline.com/inside-business/article\\_5061e3eb-7a31-5770-855e-638617960e86.html](https://www.pilotonline.com/inside-business/article_5061e3eb-7a31-5770-855e-638617960e86.html), Spirituality: It has a place in business-the bottom line, 6/2013
- <https://www.tidewaterwomen.com/issues/features/living-a-spiritual-life>, Living a Spiritual Life, 11/12
- <https://www.tidewaterwomen.com/issues/features/be-the-change>, Be the Change, 11/13

## **• Certifications/License**

Ordained Religious Science Minister

Coach for Life Graduate & Spiritual Coach

Corporate Transformation Models & Tools

Drexler/Sibbet Performance Teams

Diversity/DEI EYCA & NTL& National Multicultural Institute

Emotional Intelligence(ECI)/Spiritual Intelligence(SQ21)

Myers Briggs Type Indicator