WILLIE SUBLET III

Dallas/Fort Worth Metroplex • wsublet@gmail.com • (817) 300-0626 • LinkedIn

Executive Strategic Partnership | Organizational Operations | Stakeholder Leadership

EXECUTIVE PROFILE

Executive strategist and former Chief of Staff with 13+ years of experience advising senior leaders, directing cross-functional initiatives, and strengthening organizational performance across national professional services organizations. Trusted partner in executive prioritization, financial and operational oversight, stakeholder engagement, talent development, and organizational transformation. Founder of RightTouch Solutions, providing strategic advisory services to nonprofit executives and boards. Established North Texas civic and community leader with extensive experience in organizational governance, institutional partnerships, and leadership development.

CORE COMPETENCIES

Executive Counsel & Prioritization | Strategic Planning & Implementation | Budget Coordination & Financial Reporting | Executive Office Leadership | Confidential Communications | Staff Management & Development | Organizational Culture & Change | Cross-Functional Program Leadership | Governance & Board Relations | Community & Institutional Partnerships | Continuous Improvement & Performance Metrics

PROFESSIONAL EXPERIENCE

RightTouch Solutions – Fort Worth, TX
Executive Business Partner & Organizational Strategist Nov 2022 – Present

- **Executive Advisory & Governance:** Founded and operate an independent advisory practice helping nonprofit founders, executives, and boards strengthen governance, strategic direction, policies, organizational infrastructure, and execution capacity.
- **Organizational Strategy & Risk:** Guide senior decision-makers through organizational assessments, operating model redesign, policy and bylaws updates, risk mitigation, and planning processes that clarify accountability and improve readiness for growth.
- **Board & Leadership Development:** Facilitate executive and board development sessions, strategic retreats, and governance workshops; translate complex decisions into practical action plans, responsibilities, and implementation checkpoints.
- **Operational Infrastructure:** Build operating procedures, onboarding frameworks, documentation systems, and management dashboards to improve information access, continuity, reporting, and leadership decision-making.
- **Revenue Strategy & Sustainability:** Advise clients on revenue generation and organizational sustainability, including assistance managing $2.6 million in client revenue generation; coordinate stakeholder relationships, resource planning, and multiple concurrent engagements.

RSM US LLP – Dallas, TX
Chief of Staff, National Tax Strategic Management Leader Nov 2018 – Jan 2023

- **Executive Strategic Partnership:** Served as a trusted strategic and operational partner to national and regional tax executives; connected leadership priorities to activities across service lines, business units, and geographically dispersed teams.
- **Executive Office Leadership:** Managed executive office operations, sensitive correspondence, meeting readiness, travel and scheduling priorities, decision follow-through, and continuity of critical projects during leadership absences.
- **Cross-Regional Stakeholder Management:** Acted as liaison among the National Tax Strategic Management Leader, Tax Leadership Team, and Central Region stakeholders, strengthening cross-regional communication and contributing to a reported 35% improvement in collaboration.
- **Enterprise Initiative Execution:** Directed complex, multi-state initiatives from planning through execution, aligning stakeholders, anticipating obstacles, coordinating resources, and maintaining accountability for timelines and deliverables.
- **Operational Strategy & Improvement:** Identified operational gaps and developed repeatable workflows to align executive priorities and cross-functional work, contributing to a 20% improvement in operational efficiency.
- **Advisory Council Facilitation:** Facilitated strategic discussions for the Tax Practice Advisory Council, increasing innovation-pipeline contributions by 15% and surfacing ideas for executive consideration.
- **Executive Financial & Compensation Support:** Supported the National Tax Strategic Management Leader's oversight of approximately $2 million tied to partner compensation and national team composition, coordinating financial and staffing information to inform executive decisions.

RSM US LLP – Dallas, TX
North Texas Inclusion Leader / Talent Specialist Jan 2023 – August 2024

- **Team Leadership & Development:** Managed and coached a 15-member team and partnered across human resources, payroll, learning and development, and global service teams to improve regional service delivery and employee experience.
- **Talent Operations & Integration:** Directed onboarding and integration for more than 2,000 experienced and campus hires, contributing to a 30% increase in new-hire satisfaction and reducing onboarding time by 20%.
- **Process Improvement:** Applied continuous improvement practices to redesign administrative workflows, reducing related workload by 40% and improving operational throughput.
- **Knowledge Management & Reporting:** Built data-driven reporting, documented processes, and knowledge-transfer systems; reduced document retrieval times by 25% and internal inquiry resolution times by 40%.
- **Knowledge Transfer & Leadership Pipeline:** Created and led a monthly leadership accelerator connecting emerging professionals with senior executives; supported 20+ participants through mentorship and feedback, with outcomes including promotions, priority client assignments, and speaking opportunities. Also served on the national steering committee of the African American Employee Network.

Ernst & Young (EY) – Dallas, TX
Business Development Operations Champion May 2013 – Nov 2018

- **Business Operations & Coordination:** Coordinated work among business development, marketing, finance, and operations teams, helping reduce project turnaround time by 20% and improve cross-departmental execution.
- **Budget Management & Financial Oversight:** Managed a $1.6 million budget while coordinating financial reporting, resource planning, and confidential executive and client information in a high-expectation professional services environment.
- **Community Partnerships & Engagement:** Led the firm's United Way campaign to exceed a $1.1 million fundraising goal while increasing employee participation by 15%; coordinated outreach and relationships across internal and community stakeholders.
- **Professional Development Leadership:** Led professional development activities through the Black Professional Network and a firm-sponsored Toastmasters chapter, helping emerging professionals strengthen communication and leadership skills.
- **Executive & Cross-Departmental Relationship Management:** Managed complex executive calendars, coordinated cross-departmental meetings, and arranged domestic and international travel, building trusted relationships across multiple departments and leadership levels.
- **Confidential Communication & Issue Resolution:** Handled sensitive executive communications, financial reports, and confidential client documentation with discretion, accuracy, and compliance, resolving administrative issues as they arose.

EDUCATION

Ph.D., Organizational Leadership in progress) | Adler University - Chicago
Master of Science, Management (2024) | Texas A&M University – Commerce
Bachelor of Applied Arts and Science, Organizational Leadership (2022) | Texas A&M University – Commerce
Lean Six Sigma Green Belt | Executive reporting and analytics: Excel, Power BI, SharePoint, Workday, ServiceNow

PROFESSIONAL AFFILIATIONS & COMMUNITY LEADERSHIP

- **Board President, Dallas/Fort Worth Alliance of Black Accountants:** Lead a 12-member board in organizational governance, strategic planning, and financial sustainability; directed a comprehensive rebranding and organizational restructuring, strengthened partnerships across 30+ campuses, and expanded student development, mentorship, and professional engagement initiatives.
- **Board President, SiNaCa Studios:** Lead a six-member board in strategic planning, governance oversight, and a $3.8 million capital and facility relocation initiative for a Fort Worth glass arts nonprofit with 12 employees.
- **Board Member, Treetops School International:** Support board governance, policy development, and procedural improvements during the organizational restructuring of a public charter school, with an emphasis on accountability and operational effectiveness.
- **Accounting Advisory Committee Co-Chair, Dallas College:** Advise on curriculum alignment, workforce readiness, and evolving industry expectations, collaborating with academic and industry leaders to strengthen educational pathways and prepare students for careers in finance, accounting, and related fields.
- **Social Engagement Chair, Leadership Fort Worth:** Lead the development of community engagement and volunteer initiatives, strengthening relationships among business and civic leaders while creating opportunities for leadership development, professional collaboration, and community service.