

Becca Hunt

Associate Director of Operations, Drug and Biological Products



SPECIALTY

- Project management and facilitation

EXPERIENCE

- Program leadership, management, assessment, and reporting
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Becca Hunt serves as Greenleaf Health's Associate Director of Operations for the Drug and Biological Products Team. She oversees the progress of team projects to ensure efficient completion and that client expectations are met. She also manages team calendars to schedule meetings and conference calls with clients.

Prior to joining Greenleaf, Becca worked in human resources, leading onboarding and organizing training for new employees. She also produced financial reports while employed as a personal assistant for a local family.

Before working in administrative roles, Becca spent four years as an educator. While teaching, she was responsible for managing the effective use of classroom time to meet district requirements. She provided individualized support to students by continuously assessing their current progress and future goals. She ensured that safe and effective procedures were in place to provide stability and promote student independence. In addition to her classroom responsibilities, she served on committees to provide additional support to struggling students and to coordinate fundraising for the school. She also improved efficiency by developing systems to automate quarterly reporting for her grade levels.

Becca received her undergraduate degree in elementary education from Brigham Young University-Idaho.