



Claire Herbst

Associate
HR Practice

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Claire Herbst is an Associate in Growth Operators' HR practice with a unique blend of human resources and accounting experience. She delivers end-to-end talent support—including sourcing, advertising, screening, interviewing, and onboarding—in close partnership with HR leadership. Claire manages postings, offer letters, and contracts; ensures compliance and background checks; tracks and reports recruiting metrics; and collaborates with HR and Marketing on campaigns that strengthen talent pipelines. She builds university relationships, represents organizations at career fairs, and brings hands-on experience from education, where she verified licensure, guided policy and benefits questions, supported performance management and contract renewals, conducted exit interviews with data-backed recommendations, and helped administer open enrollment and employee portals.

From creating an internship ecosystem to scaling full-cycle recruitment programs, Claire is known for being dependable, methodical, and thorough—closing every loop so people and operations grow stronger together. She's ready to listen, ready to act, and committed to practical solutions that move teams forward.

EDUCATION

MBA with an emphasis in HR Mgmt
Northwest Missouri State University

MBA with an emphasis in HR Mgmt
University of South Dakota

EXPERIENCE

HR Generalist
Bishop O'Gorman Catholic Schools

Talent Recruitment Coordinator
Sioux Falls Development Foundation

Accountant
First PREMIERE Bank | PREMIERE
Bankcard

STRENGTHS

- Accountable
- Communication across diverse audiences
- Employee Engagement
- Quick to grasp new concepts and processes, and adapt rapidly
- People Developer
- Proficient at developing new and more efficient processes

AREAS OF EXPERTISE

Talent Acquisition

Leverages talent to solve complex business challenges and build high-performance teams.

Process Improvement

Proven ability to analyze process problems thoroughly and identify the root causes of issues.

Onboarding/Offboarding

Delivers dependable, methodical onboarding and offboarding, closing every loop—documents, access, compliance, and culture touchpoints—so nothing falls through the cracks.

INDUSTRY EXPERIENCE

Banking
Economic Development

Education



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