Director of Human Resources, University of Rio Grande/Rio Grande Community College

The University of Rio Grande/Rio Grande Community College is a unique partnership between a public community college and a four-year comprehensive university. Deeply rooted in Appalachian history, both institutions are committed to encouraging lifelong learning, personal and professional growth, critical thinking and problem-solving skills and effective written and oral communication skills to students from the southeastern Ohio area, the state, the nation and the world. The campus of the university and community college is nestled in the rolling hills of southeastern Ohio, and is adjacent to the original Bob Evans Farms and Homestead in Rio Grande.

URG/RGCC has embarked on a significant program of transformation to better meet the needs of the 21st century student. Under the banner of ‘Decade of Dreams’, the institution is repositioning itself as a unique, nimble provider of development and training that equips students to succeed in a rapidly evolving world. As part of this transformation, we are seeking a dynamic, change oriented human resource professional who is not afraid to tackle big challenges and help transform how education is delivered.

The Director of Human Resources will be responsible for shaping a lean, effective HR support function (2 direct reports), which will include areas of responsibility common to HR (e.g. compensation and benefits, training, staffing, employee relations, payroll, workers compensation). While it will be important for a candidate to have appropriate experience in these areas, it will also be important to approach the job strategically and evaluate how HR can best support the initiatives and priorities of the institution.

A critical feature of this position will be a demonstrated ability to partner with other leaders at the institution (including the President) to attract, develop and retain the key staff needed to execute our strategy. An HR leader who has been part of the leadership team in a ‘turnaround’ situation would be particularly suitable.

Qualifications:

We expect that qualified candidates will be able to demonstrate strong core HR skills, as evidenced by undergraduate / graduate degrees in business/HR, PHR/SPHR certification and 5+ years of increasingly responsible leadership positions in HR. Previous experience in higher education preferred.
Additional areas of technical expertise desired include labor contract administration, knowledge of federal rules and regulations related to payroll and multiple HR areas such as FMLA, ADA, HIPAA, FLSA, etc.

Resumes and curriculum vitae will be received until the position is filled. Review of resumes will begin January 15, 2013. Interested candidates should send a letter of interest, updated resumes and list of three professional references by e-mail to Ms Phyllis Mason, Vice President, Human Resources, University of Rio Grande, pmason@rio.edu. EEO/AA employer