



*“Caring People Dedicated to Quality Service.”*

## **CHIEF HUMAN RESOURCES OFFICER**

*At Hill Country Mental Health and Developmental Disabilities Center our vision is to empower people, foster hope, support choice, and celebrate success.*

### **Help us help others:**

The Chief Human Resources Officer provides executive-level leadership and guidance to the organizations HR operations. The Vice President is responsible for setting, enforcing, and evaluating legally compliant human resources policies, procedures, and best practices, and identifying and implementing long-range strategic talent management goals.

### **You will get to:**

- - Recruits, interviews, hires, and trains management-level HR staff. Oversees the daily workflow of the department.
  - Provides constructive and timely performance evaluations.
  - Handles discipline and termination of employees in accordance with company policy.
- - Collaborates with executive leadership to define the organizations long-term mission and goals; identifies ways to support this mission through talent management.
  - Identifies key performance indicators for the organizations human resource and talent management functions; assesses the organizations success and market competitiveness based on these metrics.
  - Researches, develops, and implements competitive compensation, benefits, performance appraisal, and employee incentive programs.
  - Provides guidance and leadership to the human resource management team; assists with resolution of human resource, compensation, and benefits questions, concerns, and issues.
  - Ensures compliance with employment, benefits, insurance, safety, and other laws, regulations, and requirements. Maintains knowledge of laws, regulations, and best practices in employment law, human resources, and talent management.
  - Drafts and implements the organizations staffing budget, and the budget for the human resource department. Participates in professional development and networking conferences and events.
  - Performs other duties as assigned.

### **You'll definitely need:**

- - Bachelors degree in Human Resources, Business Administration, or related field required; Masters or law degree highly preferred.
  - At least ten years of human resource management experience required, with strategic, talent management, and/or business development experience highly preferred.
  - SHRM-CP or SHRM-SCP strongly preferred.



*"Caring People Dedicated to Quality Service."*

**We'll also want you to:**

- Identify gaps in processes and work closely with other departments for process improvement
- Demonstrated ability to listen skillfully and collect relevant information
- Excellent verbal and written communication skills
- Excellent organizational skills and attention to detail
- Strong leadership skills with ability to motivate and encourage others
- Proficient with Microsoft Office Suite or related software
- Comfortable working with technology and can easily navigate new technology platforms
- Efficiently move through a to-do list and effectively prioritize and triage competing demands
- Passion for connecting individuals and families with excellent care
- Can successfully work remote
- Sustain a calm demeanor when under pressure to handle sometimes difficult situations.
- Provide exemplary customer service and care to your team.
- Work autonomously to complete assignments.
- Work cooperatively with others and be punctual and consistent in attendance because your people will rely on you!

**We're excited to provide:**

- PPO health insurance plan, with option to add dependents.
- PPO dental plans and vision insurance options for healthy teeth and eyes.
- Employer paid life insurance.
- 403(b) and 457 retirement plan options with company matching (457) to build retirement savings so you can retire someday.
- Generous paid time off for fun and vacations and paid sick time for when you're under the weather.
- Authentic and caring environment where folks care about each other.

**We can pay you:**

\$90,000 annually and benefits eligibility plus good karma for doing good in the world.