



Virginia Retirement System Human Resources Director

The Position

The Virginia Retirement System (VRS) seeks a human resources leader who is visionary, collaborative, focused on organizational development, committed to exceptional customer service, and a strategic partner for the agency's leadership.

The Human Resources Director oversees all human resources functions within VRS. These functions include the following: talent acquisition and retention, classification and compensation (including separate pay and incentive plans for the investment professionals and investment operations and administration employees), benefits administration, mediation and employee relations, organizational development and training, compliance with applicable employment laws, records management, onboarding and orientation, consulting, coaching and counseling, performance management, professional development and training, internal communications, and employee recognition.

The Human Resources Director reports to the Director of VRS and manages a seven-person department, with a budget of approximately \$1 million.

The current organizational structure includes a Human Resources Administrator, two Senior Human Resources Analysts, a Senior Human Resources Business Analyst (Communications and Intranet), and a Human Resources Manager, all of whom are direct reports to the Human Resources Director. Two part-time staff members also report to the Human Resources Administrator.

Experience and Education

Any combination of education and experience equivalent to a bachelor's degree and graduate work in human resource management, public administration, or a related field and seven years of HR management experience is required.

Preferred qualifications include a master's degree and PHR, SPHR, or IPMA-CP certification and demonstrated expertise in organizational development, employee relations, compensation systems for investment personnel or other highly competitive positions, and experience in a multi-dimensional work environment that is recognized as an employer of choice.

Compensation

The salary range for this position is \$130,000 - \$150,000, depending on qualifications. Benefits offered include paid time off, the VRS retirement plan, a deferred compensation plan, health benefits and flexible spending program, life insurance, telework and flexible work schedules, relocation assistance, tuition reimbursement, state employee discounts, on-site parking, and more. While VRS is an agency of the Commonwealth of Virginia, it is independent and has its own compensation system, including gain-sharing and other bonus potential.

How to Apply

Applications will be accepted electronically by The Novak Consulting Group at <https://bit.ly/2k7X08S>. Applicants complete a brief online form and are prompted to provide a cover letter and resume with salary history. Open until filled with the first review of applications on **November 8, 2019**.