

City of Newport News

HUMAN RESOURCES DIRECTOR

The Position

The City of Newport News is seeking a leader who wants to make long-term, impactful changes in a community to ensure a strong future for generations to come. This is not your typical Human Resources Director – Newport News is searching for a passionate leader who can lead and support a strong existing team to continue creating an innovative Human Resources Department while making Newport News an employer of choice.

The Human Resources Director will be experienced in working for local governments or large organizations and is innovative and displays the utmost level of ethical and empathetic behavior, effective communication, and relationship-building skills. As a vital member of the City's Leadership Team, the Director is responsible for providing Citywide leadership and establishing strategic and operational direction in all aspects of human resources. The Director oversees all City human resources functions, including policy administration, training and employee development, benefits administration, employee relations, recruitment, retention, classification, and compensation.

This exempt position is appointed by the City Manager and reports to the City Manager. The Director has three direct reports – two Assistant Directors and one Program Manager and will lead a 25-member staff in the Human Resources Department.

Experience and Education

Minimum requirements include a bachelor's degree in Human Resources Management, Industrial or Organizational Psychology, Business or Public Administration, or a closely related field and seven (7) years of progressively responsible HR experience as a generalist. A minimum of five (5) years of leadership, management, and coaching experience is also required.

Preferred qualifications include a master's degree and demonstrated experience in organizational development; process improvement; diversity, equity, and inclusion; effective employee engagement; rebuilding trust; leading change; building and transforming culture; labor relations; and creating high-performing teams. Candidates with relevant public, private, or nonprofit sector experience with a comparable scale and complexity of workforce are also preferred.

Compensation

The expected hiring range for this position is \$160,000 – \$175,000. Benefits offered include the following: health, dental, vision, life, and short- and long-term disability insurance; retirement benefits through the Virginia Retirement System (VRS); deferred compensation; paid leave; flexible spending accounts; Employee Assistance Program (EAP); and discounted fitness center memberships.

How to Apply

Applications will be accepted electronically by Raftelis at raftelis.hire.trakstar.com. Applicants complete a brief online form and are prompted to provide a cover letter and resume. Interested applicants should apply immediately. This position is open until filled. Applications will be reviewed on a rolling basis, with an anticipated final review of applications on **July 1, 2022**.