

## Chief Human Resources Officer

### *About the CHRO*

We are looking for an experienced People leader to support our company's rapid growth and ensure that the company remains a phenomenal place to work as we grow. This position will provide leadership, strategic guidance and execution for all of our hiring, employee experience and organizational development — putting a structure in place to help the organization grow exponentially each year.

As the CHRO you will be an enthusiastic thought leader who will help develop and maintain a culture that's fulfilling and empowering. You will be in charge of enhancing our culture, establishing the HR foundation and keeping our team happy and engaged. You will lead strategy, development and management of People policies and practices in areas such as onboarding, training and development, compensation and benefits, performance management and employee relations. To be successful in this role, you must be a true team player and passionate about the employee experience.

### *Responsibilities*

- Develop, mentor, and grow an exemplary, inclusive HR team
- Develop and implement human resources strategies that enable the organization to attract, retain, elevate, and motivate a highly skilled and productive workforce
- Implement and guide a Diversity, Equity, and Inclusion (DEI) plan to attract and retain top talent
- Ensure our employees feel encouraged and safe to bring their authentic selves to the workplace
- Optimize the use of people analytics software to manage talent
- Lead benefits and retirement plan administration, compensation strategy, and planning
- Elevate employee orientation, learning programs, and positive company culture activities and initiatives throughout the organization
- Research current and emerging developments and trends relative to diversity and inclusion and collaborate with senior management to incorporate practices into existing and future strategies focused on the workplace, workforce, and community
- Design and implement key performance indicators, metrics, monitoring, and reporting systems to effectively benchmark organizational progress in key areas of HR, including but not limited to retention, engagement, and diversity and inclusion
- Be ahead of the curve on current and pending regulations changes impacting the business and our people, always ensuring we maintain compliance with our policies and procedures
- Equip leaders with the tools and strategies needed to coach, mentor, and develop their teams while managing employee relations challenges and opportunities that arise
- Manage budget and other financial responsibilities of the People (HR) department

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### *Experience*

- 10+ years leading People teams in high-growth companies
- Bachelor's degree in Human Resources, Business Administration, or related field experience
- SHRM-CP or SHRM-SCP strongly preferred
- Expert understanding of legal, compensation, benefits, and employment law compliance
- Expert communicator, verbally and in writing
- Strong understanding of talent acquisition and staffing
- A clear vision for successful people practices that leverage innovative and best-in-class programs to develop employees across the organization
- Data-oriented with strong analytical skills and a keen eye for detail
- Professional and technical knowledge in all areas of the HR function
- Ability to harness existing culture and values when building out internal people-related policies while devising new ways to reinforce and improve upon company culture with Diversity, Equity, and Inclusion as a cornerstone
- Ability to develop career paths, promotion reviews, and compensation cycles in previous roles
- Ability to support recommendations with data, research, and empirical studies
- Knowledge of and experience with varied human resource information systems
- Well-developed leadership, communications, team building and influencing skills — unquestioned integrity with the experience, confidence and stature to effectively address sensitive HR and business issues