

## Corporate Director of Human Resources

***Are you ready to lead a dynamic team in making a meaningful impact on the lives of individuals with developmental/intellectual disabilities? Join Echoing Hills, a dedicated Christian organization committed to providing exceptional services!***

Echoing Hills is seeking a dynamic and experienced Corporate Director of Human Resource (HR) to lead our HR department and support our mission to provide exceptional services to individuals with developmental and/or intellectual disabilities. Echoing Hills employs over 500 employees throughout the State of Ohio providing supports and services for over 500 individuals and campers served. This position is responsible for guiding and directing all Human Resource functions for the organization. The ideal candidate will have a strong background in HR management, a deep understanding of state and federal regulations, and a passion for promoting diversity, equity, and inclusion in the workplace. We are looking for a candidate who not only possesses the necessary HR skills and knowledge, but also embodies the Fruit of the Spirit, reflecting values of love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control in their leadership and interactions.

### **Key Responsibilities:**

1. Develop and implement HR strategies and initiatives that align with the agency's mission, values, and goals, ensuring HR practices are in compliance with relevant laws and regulations.
2. Lead, mentor, and develop a team of HR professionals, promoting a culture of teamwork, collaboration, and excellence in service delivery.
3. Manage employee relations matters, including conflict resolution, investigations, and disciplinary actions, while promoting a positive and inclusive work environment.
4. Oversee the recruitment and hiring process, working closely with regional HR representatives to attract, select, and retain top talent.
5. Develop and implement training and development programs to enhance employee skills and support career growth and succession planning.
6. Oversee performance management and feedback processes.
7. Establish compensation guidelines for each job within the organization.
8. Maintain and update HR policies, procedures, and practices to ensure compliance with federal and state laws, regulations, and best practices.
9. Manage employee benefits programs, including health, retirement, and wellness initiatives.
10. Promote and drive initiatives to foster a diverse, equitable, and inclusive workplace.
11. Utilize data and analytics to assess HR performance and provide recommendations for continuous improvement.
12. Develop and manage the HR department's budget effectively.

### **Qualifications:**

- Bachelor's degree in Human Resources, Business Administration, or a related field (Master's degree preferred).
- PHR or SHRM certification is highly desirable.
- A minimum of 5 years of progressive HR experience, including at least 3 years in a management level HR role required.
- Experience working in a healthcare, disability services, or similar setting is a plus.

- Strong knowledge of federal and state labor laws and regulations.
- Excellent leadership, communication, and interpersonal skills.
- Proficiency in HRIS and Microsoft Office Suite.
- Ability to function in all HR areas within a fast-paced environment.
- Demonstrated commitment to diversity, equity, and inclusion.
- A valid Ohio Driver's License is required.
- A demonstrated Christian background and a demonstrated ability to fulfill the mission and purpose of the Ministry.