

CLIENT OVERVIEW

One of the nation's largest providers of home-based care, with a footprint in the Northeast, Midwest and South is seeking an HR Director. The client provides the highest-quality comprehensive care continuum of personal care, skilled home health, hospice care and behavioral health.

POSITION SUMMARY

The HR Director provides overall strategic Human Resources leadership for the assigned region in accordance with the policies and practices of the organization. This position is responsible for the oversight of human resources management for the Midwest region to include, but not limited to, compliance, employee retention, employee relations, and talent development. The HR Director will leverage personal knowledge of HR content and best practices to assure thorough alignment of HR and leadership strategy. The HR Director will also deliver comprehensive human resources programs, initiatives, and solutions in support of increased organizational performance. This position reports to the Vice President of Human Resources.

ESSENTIAL FUNCTIONS

- Translates the region's strategic and tactical business plans into HR strategic and operational plans.
- Acts as a hand-on HR leader and business partner to drive change and enable strategic business goals for the region.
- Consults with and advises leadership and management staff on HR issues including employee relations, compliance, leadership development, policies and procedures, conflict resolution, and terminations.
- Partners with operations leaders to make appropriate employee related decisions which are balanced, consistent and aligned with our values and culture.
- Supervises, supports, and develops the HR team.
- Acts as a culture and change steward. Recognizes, articulates, and helps shape the culture of the division/region.
- Provides guidance, coaching and support for escalated employee relations matters.
- Acts as employee engagement and relations lead regarding broader HR implications with respect to employee matters.
- Assumes responsibility for successfully complying with all federal, state and local employment laws; regulatory requirements,

including Department of Labor; EEOC; ADA, immigration legislation, affirmative action goals and HR policies.

- Demonstrates ability to establish and maintain effective, collaborative working relationships with management executives, department heads, mid- and lower level management, and employees.
- Advises management on employee relations and performance management issues, acting as trusted advisor, support and HR coach.
- Proactively obtains, interprets, and presents metrics and analysis to business leaders to inform decisions on performance, attrition, hiring, vacancies, employment engagement, and other data, as applicable.
- Performs other duties as assigned

REQUIREMENTS

- Forward thinker with ability to strategically plan, organize, implement, evaluate, and prioritize multiple initiatives and responsibilities simultaneously.
- Ability to recognize business trends and their impact on the business, to forecast potential opportunities and obstacles to success, and to facilitate the process of gaining strategic clarity and implementing action plans.
- A driven, innovative and resourceful thinker capable of adapting and driving positive, progressive change proactively within the division and HR function.
- Strong knowledge of healthcare HR regulatory compliance requirements.
- Knowledge of relevant federal, state and local legislation relating to Human Resources, i.e. Title VII of the Civil Rights Act of 1964, Affirmative Action, ADA, FMLA, etc.
- Ability to communicate professionally with leadership and employees on all levels.
- Displays adaptability: Comfort working in a fast-paced, rapidly growing environment; flexible in response to changing employee needs; maintain professionalism and composure under pressure.
- Strong decision making skills with an above average business acumen and the ability to operate as a strategic HR business

partner. In addition to having strong HR functional expertise, The HR Director must be a collaborative leader with exceptional interpersonal, relationship building, coaching, and influencing skills.

EXPECTED RESULTS

- Travel routinely to hospitals in the region
- Minimize potential liabilities and risks
- Successful HR program administration (as measured by feedback, participation, behavior change, etc.)
- Satisfactory results for internal and external audits
- Regulatory compliance
- Adherence to budget
- Adherence to the mission and philosophy of the organization's decision-making and daily activities
- Be a leader that embody the organization's core values

EDUCATION & EXPERIENCE

- Bachelor's degree in Human Resources
- 10 years of broad HR experience required with a minimum of 5 years of HR management experience
- Experience as a Human Resources Director in a multi-site healthcare environment strongly preferred.