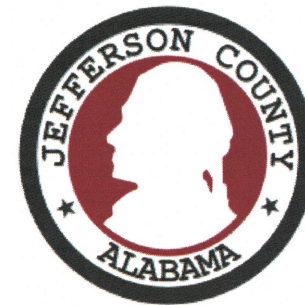


Jefferson County, Alabama

Invites your interest in the position of **CHIEF HUMAN RESOURCES OFFICER**



Jefferson County, Alabama is seeking an experienced Human Resources Officer (CHRO) with the capacity and ability to be a leader and a change agent in a dynamic and growing County government and who can lead the organization forward in a positive and proactive manner. The new CHRO will have a keen understanding of modern Human Resources practices and will nurture and support a culture of continuous improvement and accountability in becoming an "Employer of Choice" in the community.



ABOUT JEFFERSON COUNTY, ALABAMA

Looking for a vibrant community to call home with access to numerous outdoor activities and an award-winning culinary scene? Look no further than Jefferson County, the largest county in the state of Alabama (more than 670,000 residents). The central location of Jefferson County in the state positions it to be close to a wide variety of outdoor activities. From hiking and biking at State parks, to weekends on the lake within a quick drive, this community has much to offer. If you love great food, there are James Beard Award winning chefs and an unparalleled craft beer scene. Zagat included Jefferson County on the list of America's "Next Hot Food Cities" in 2016.

Into sports? So is Jefferson County! The United States Football League (USFL) made Birmingham its home, playing all games at the new Protective Stadium in the heart of the Uptown entertainment district during its inaugural season. There is also Birmingham Legion Soccer, Birmingham Baron's Baseball (all minor league), Birmingham Squadron (NBA G League), University of Alabama at Birmingham (UAB) Blazers Football, the Honda Grand Prix at Barber Motorsports Park, and the Regions Tradition Senior PGA Golf Tournament.

Culture is at the heart of the community with the Birmingham Civil Rights National Historic District, featuring the Birmingham Civil Rights Museum, the Negro Southern League Museum, and the newly restored A.G. Gaston Motel. The Birmingham Museum of Art is also nationally recognized for its works, exhibits and special events.

Educational opportunities abound in Jefferson County. UAB is an urban university with approximately 16,000 students. Both its Nursing and Dental schools rank among the best in the country and it is a world-renowned medical hospital and research facility. There are also several other local colleges and universities that provide a wide range of educational specialties from vocational training to liberal arts programs. There are also great secondary and primary schools with the Alabama School of Fine Arts, Birmingham's EPIC School, i3 Academy and the Jefferson County International Baccalaureate School.

ABOUT JEFFERSON COUNTY, ALABAMA

Music and Arts take center stage in the community. Whether it is at one of the downtown music halls, the Legacy Arena at the Birmingham Jefferson Convention Center, UAB Performing Arts, or neighboring Oak Mountain Amphitheatre, you can find a genre that fits your mood and interests. Historical Sloss Furnace also plays hosts to a variety of events, from bands to the Magic City Art Connection.

Living is easy in Jefferson County. Birmingham has emerging loft districts in the heart of downtown or you can opt for the suburbs in one of the thirty-four neighboring municipalities. Commutes are easy thanks to five interstates, and the cost of living is one of the lowest in the region. Lending Tree named Birmingham as one of the Top 10 most affordable cities for first time home buyers in 2021.

Jefferson County and the Birmingham region has so much to offer it is no wonder that other businesses such as Shipt and Landing are headquartered here and the J.M. Smucker's company decided to build a new manufacturing and distribution center in the Jefferson County area. In fact, in 2022 the City hosted The World Games 2022 and welcomed thousands of athletes from around the world. There are also four automotive manufacturers in the region: Mercedes-Benz U.S. International, Honda Manufacturing of Alabama, Hyundai Motor Manufacturing, Alabama and AutoCar. Twenty-five automotive suppliers support them.

ABOUT THE JEFFERSON COUNTY GOVERNMENT

Jefferson County provides vital services to the residents of the county through approximately 1,600 employees across twenty-nine departments with responsibilities and duties to include construction of roads and bridges, keeping waterways clean, collecting, and distributing taxes, plus more.

Through the continued support of the economic growth and development of the County and surrounding areas, this diverse group of employees utilizes their knowledge, skills, and abilities by working together to provide quality and effective public services to residents to ensure their needs are met. Jefferson County contributes to and strengthens the quality of life to its residents for more economic prosperity by attracting new businesses and developing a quality workforce.

The County's mission, vision and core values drive all facets of its services, serve as the foundation of the organization's future, and encompass the ideals that guide decisions, shape culture, and establish standards.

The County Commission is the governing body of Jefferson County. The Commission is comprised of five elected Commissioners who serve four-year terms. The Commissioners set policy and appoint the County Manager. The County Manager, as the Chief Executive Officer, manages the daily operations, activities and programs of the County government.

MISSION:

Providing exceptional, everyday service through character and competence

VISION:

To be a model local government that anticipates and meets the evolving needs of the diverse community with energy, character, dedication, and accountability

CORE VALUES:

Transparency, Inclusion, Integrity, Innovation, Energetic Service, and Safety

Transparency

All needed information is provided through communication that can be trusted among commissioners, departments, employees, and the community.

Inclusion

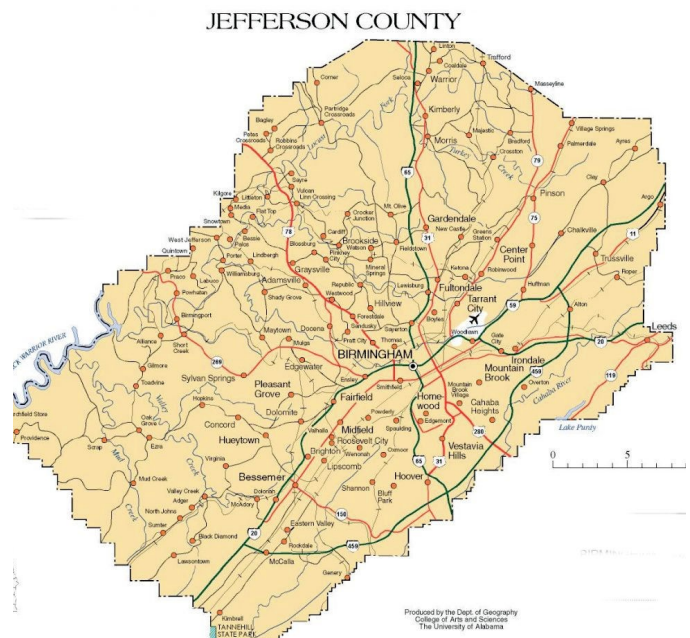
We value the diverse viewpoints, perspectives and backgrounds of all employees and citizens.

Integrity

From the top down and the bottom up, Jefferson County acts with honesty, trustworthiness, and integrity.

Innovation

Every day provides the opportunity to take a fresh perspective on how to best serve the needs of Jefferson County citizens.





ABOUT THE HUMAN RESOURCES DEPARTMENT

Under the leadership of the County Manager, the Human Resources team provides exceptional everyday service through character and competence. H/R fosters a culture of inclusivity and talent development; they recognize the value of a qualified and diverse workforce and they facilitate a fair, equitable, and productive work environment for all Jefferson County employees - the County's most valuable resource.

In an effort to maintain a productive and competitive workforce and ensure the delivery of services to the citizens of Jefferson County, the Human Resources Department recruits, selects, hires and retains the best qualified applicants.

The Human Resources team is responsible for matching the right candidates to the right job and is also responsible for Jefferson County benefits administration, payroll, personnel actions, learning and organizational development, and compliance with relevant employment laws and guidelines.

Human Resources Department Mission Statement

The Human Resources Department promotes an environment of collaboration and continuous learning, positive employee/ management relations, and the well-being of employees. The Department creates and supports innovative and responsive programs that help recruit, retain, and develop a high-quality workforce while encouraging a commitment to excellence. While sharing the mission, vision, and core values of the County, HR also strives to position the County as an employer of choice by focusing on providing exceptional customer service, fostering a culture of equality, inclusion and belongingness, and promoting talent development.



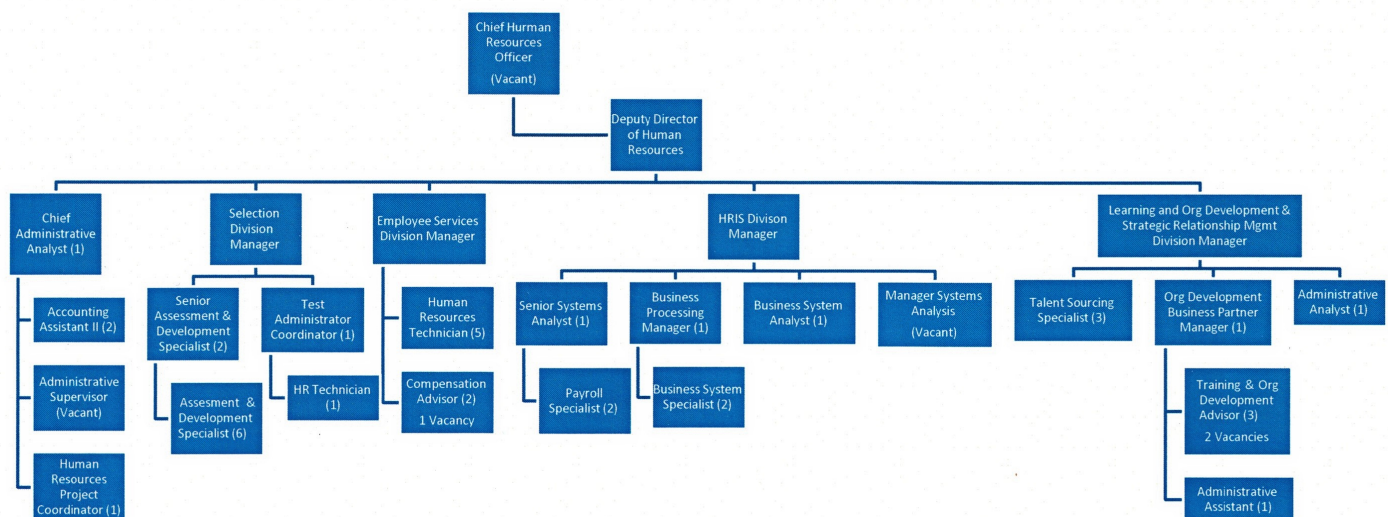
ABOUT THE CHIEF HUMAN RESOURCES OFFICER

Reporting to the Deputy County Manager, the Chief Human Resources Officer (CHRO) leads a department that is vital to the success of the overall organization through the effective management of the systems that support the County’s most vital resource - its employees. The CHRO champions organizational improvement and change efforts that align with the County’s overall strategy and organizational development and is charged with developing and administering the systems and processes necessary to attract, develop, retain, and support a workforce of the highest caliber for Jefferson County. With a budget of \$6 million and a staff of forty-nine full time employees, CHRO is responsible for providing high quality integrated services and support to County departments, employees and potential employees in a manner that promotes a strong customer service orientation. In addition, the CHRO provides executive level support to the County Manager on a wide variety of matters.

Requirements

Education and Experience: The following factors of education and experience have been identified as ideal attributes for the CHRO to possess in order to function effectively and achieve a high level of success in the position. Equivalent combinations of education and experience will be considered.

Human Resources Department Organizational Chart As of 9/16/2022



- A Bachelor's Degree in Human Resources Management, Labor/Industrial Relations, Business or Public Administration, Organizational Psychology, Strategic Management, Organizational Development or a closely related field is required, with a Master's Degree preferred.
- Must possess strong leadership and management skills and have a at least five years of progressively responsible senior management experience in human resources, public administration, or general executive management in an organization of similar size and complexity.
- Must be a seasoned Human Resources Executive who can demonstrate thorough knowledge of current practices, "best practices" trends, systems and tools used in Human Resources administration in all functional areas employee wellness and benefits, recruiting, employee selection, HRIS, and employee and organizational development.
- Will have expert knowledge of and possesses the ability to interpret and apply complex federal, state, and local regulations to assure conformance with the law and current human resources practices.
- Is knowledgeable of and sensitive to the complexities and precedent-setting nature of decision making in a public environment.



- Will have experience in preparing effective written and oral presentations to all levels of officials and employees in the organization.
- Must be experienced in and supportive of diversity in the workplace and have a successful record of equity and equal employment program design and implementation.
- Will have demonstrated ability to provide strategic leadership and to see the big picture as well as to conceive and develop detailed and innovative solutions to various Human Resources issues and problems.
- Will have experience with assessing training needs on an organization-wide basis and developing cost-effective training programs for employees.
- Will have experience in developing and managing budgets.
- Will have a successful record of thinking creatively and going beyond the traditional Human Resource methods and programs.

Management Style/Personal Traits of the Ideal Candidate:

The following characteristics of management style and personal traits have been identified as ideal attributes for the CHRO to possess to function effectively and achieve a high level of success in the position:

- Follow a style of candor, directness, and diplomacy, with the ability to build consensus and find common ground for discussions, agreements, and partnerships. Has a flexible and adaptive personal style with the ability to effectively deal with ongoing change within the organization.
- Is a catalyst of change, taking the lead and modeling how to effectively embrace change as part of the work environment.
- Thinks critically, impacts decisions, and is a driving force behind the overall vision of the organization.

- Has proven superior skills in oral and written communications and is adept at meeting and interacting with people from a wide variety of backgrounds and attitudes, conducting oneself with tact and courtesy
- Has exceptional listening skills and provides prompt and accurate feedback to requests for information.
- Is a confident leader who has the courage of one's convictions to tackle difficult problems and make decisions in an environment where there are sometimes competing interests, divergent views, and confrontational situations.
- Is committed to ongoing training and career development for self and employees including ongoing coaching to foster job satisfaction, high morale, and productivity.
- Has an open-door and collaborative management style and approach that is founded on being accessible and visible to all stakeholders.
- Has particularly strong interpersonal skills with the ability to understand and interpret situations well, and to establish and develop trusting relationships with his or her managers, the Human Resources department staff, and employees.
- Is capable of attracting, developing, motivating, and retaining a highly qualified professional staff and workforce.
- Possesses complete integrity, a high sense of professional and personal ethics and a commitment to lead and motivate by personal example.
- Has a positive attitude and outlook, with the ability to enjoy one's work and co-workers.
- Is highly motivated and has the ability to take risks and be a change agent for the organization.
- Has the ability to transform Human Resources into an integral part of County operations and continue the trust of the departments, employees, and the community.
- Understands and is able to collaborate with associated partnering constituents as well as the County Departments, to improve hiring methodology and recruitment.
- Has demonstrated the ability to be a leader in the area of Human Resources issues and concerns and accepts the idea of innovation, challenging the system or instituting new processes and methodologies to solve pertinent issues and concerns.
- Will work collaboratively with the Senior Management Team to recruit, train, and retain a high quality, progressive employee base able to move the organization forward in a progressive and positive manner.

COMPENSATION AND BENEFITS

The starting salary will be market competitive and commensurate with the selected candidate's qualifications, experience, and professional advancement plus excellent benefits which may include capped relocation expenses.

Jefferson County employees enjoy reliable benefits and are offered a strong benefits package with options that truly work for all including:

- Comprehensive medical benefits with low copays low deductibles, and high levels of coverage after 30 days of employment for self and eligible dependents
- Dental and Vision insurance plans after 30 days of employment for self and eligible dependents
- Term Life Insurance and Voluntary Accidental Death & Dismemberment Insurance for self and eligible dependents
- Optional Healthcare. and Dependent Care Flexible Spending Accounts (FSAs)
- Disability benefit options such as Short-Term Disability and Long-Term Disability
- Supplemental insurance options such as Group Accident, Group Critical Illness, and Group Hospital Indemnity
- Optional General Retirement System (Pension) enrollment and Deferred Compensation
- Paid vacation, sick leave, and holidays

For more information about Jefferson County and this exciting opportunity contact: <https://www.jccal.org>.

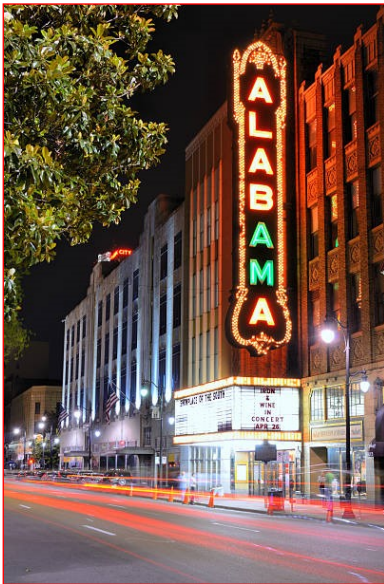
APPLICATION AND SELECTION PROCESS

To Apply: The position will remain open until filled. Resumes will be evaluated as they arrive and the process will move forward upon receipt of a sufficient number of well-qualified responses. A first review of resumes is scheduled for November 4, 2022. Therefore, if interested in this outstanding opportunity, please e-mail a detailed resume with a cover letter and salary expectations right away to:



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Phone: (770) 449-4656
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It is the policy of Jefferson County Commission to provide equal opportunity to all qualified employees and applicants without regard to race, color, religion, age, sex (including gender identity, sexual preference, and pregnancy), national origin or ancestry, genetic make-up, disability status, protected veterans' status, equal pay or any other characteristic protected by law. Jefferson County Commission is a drug-free workplace.