

PEOPLE STRATEGY AND TALENT DIVISION LEADER

NATURE OF WORK

This is professional and management work leading the activities of the People Strategy and Talent Division of the City-County Human Resources Department.

Work involves developing and implementing people strategies that attract, engage, develop, and retain a highly qualified and diverse workforce to meet the City of Lincoln and Lancaster County's organizational needs. Leads a team of human resource professionals responsible for delivering strategic workforce consultation, acquiring top talent from the candidate market, managing employee relations throughout the employee lifecycle, promoting organizational development, overseeing onboarding, and ensuring organizational effectiveness services. Work includes collaborating with executive leadership, department management, and stakeholders to develop workforce strategies, ensure compliance with applicable laws, regulations, labor agreements, and personnel policies, and align people initiatives with organizational goals. Serves as a member of the Human Resources leadership team, contributing to the advancement of the department's vision and mission. Work is performed with considerable independence and is reviewed by the Human Resources Director through conferences and results achieved.

EXAMPLES OF WORK PERFORMED

Designs, develops, and implements comprehensive people strategies to attract, engage, develop, and retain a highly qualified and diverse workforce.

Leads the development and execution of innovative talent acquisition strategies, including sourcing, recruitment marketing, employment branding, candidate assessment, and selection processes.

Ensures consistency and compliance with recruitment, hiring, onboarding, employee relations, labor management, sponsorship of foreign nationals, and human resources practices in accordance with applicable federal, state, and local laws, regulations, labor agreements, and personnel policies.

Develops proactive talent pipelines through networking, social media, job boards, the internet, employee referrals, employment fairs, and industry events to strengthen the talent brand.

Collaborates with executive leadership, department management, and stakeholders to identify workforce needs and provides strategic consultation on organizational design, workforce planning, succession planning, performance management, employee engagement, and talent development initiatives.

Develops and implements initiatives that enhance employee engagement, organizational culture, retention, and overall employee experience.

Provides guidance and consultation to departments regarding employee and labor relations matters, including performance management, workplace concerns, investigations,

grievances, disciplinary actions, and conflict resolution.

Conducts or oversees complex and sensitive workplace investigations and ensures prompt, fair, and objective resolution of employee relations issues.

Develops, interprets, and communicates human resources policies, municipal code, personnel rules, procedures, and best practices to leadership and departments.

Supports labor contract negotiations by preparing proposals, conducting research and analysis, and advising leadership regarding conditions of employment, employee relations, wages, benefits, and management rights.

Participates in organizational performance management initiatives by collaborating with leaders across departments to align shared goals, projects, and priorities, while leveraging data and insights to support informed decision-making and foster a culture of continuous improvement and evidence-based practices.

Leverages workforce analytics and human capital data to identify trends, measure organizational effectiveness, evaluate program success, and support data-driven decision making.

Researches, recommends, and implements emerging technologies, systems, and best practices to improve human resources service delivery and operational effectiveness.

Develops executive-level reports, presentations, workforce analyses, and strategic recommendations for senior leadership, governing bodies, and other stakeholders.

Leads, develops, coaches, and evaluates division managers and professional staff while fostering collaboration, accountability, continuous improvement, and professional development.

Establishes short and long-term strategic goals, performance measures and operational objectives for the division.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Thorough knowledge of recruiting principles, sourcing strategies, employment branding, and talent acquisition practices.

Thorough knowledge of strategic human resource management principles and contemporary workforce trends.

Thorough knowledge of employee engagement, employee relations, labor relations, organizational development, and performance management principles.

Thorough knowledge of federal, state, and local employment laws, labor agreements, personnel policies, and human resources regulations.

Thorough knowledge of current human resources issues and leading talent acquisition and management practices.

Thorough knowledge of applicant tracking systems, human resources information systems, workforce analytics, and related technologies.

Thorough knowledge of budget preparation and procedures.

Thorough knowledge of business and management principles involved with strategic planning, resource allocation and human resources modeling.

Ability to build partnerships and work collaboratively with others to meet shared objectives.

Ability to maneuver through complex organizational, policy, labor and employee relations issues while exercising sound judgment and discretion.

Ability to conduct sensitive investigations, resolve conflicts, and facilitate effective problem-solving.

Ability to analyze workforce data, interpret findings, and develop strategic recommendations.

Ability to communicate effectively through written reports, presentations, and verbal consultation with diverse audiences.

Ability to lead organizational change and foster a culture of accountability, engagement, inclusion, and continuous improvement.

Ability to hold self and others accountable to meet commitments.

DESIRABLE QUALIFICATIONS

Possession of Human Resources certifications including, but not limited to Society of Human Resource Management Certification and/or Professional in Human Resources.

MINIMUM QUALIFICATIONS

Graduation from an accredited four-year college or university with major coursework in Human Resource Management, Business Administration, Public Administration or related field and at least five years of progressively responsible professional human resources experience in areas such as talent acquisition, employee relations, labor relations, organizational development,

workforce planning, or employee engagement plus five years of leadership experience; or any equivalent combination of training and experience that provides the desirable knowledge, abilities and skills.

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