



WellSpace Health Job Opportunity Opening

Position Open: Chief Human Resource Officer

Status: Full-Time, Regular

Reports To: Chief Executive Officer

Department: Human Resource

Open Date: October 27, 2016

Closing Date: Until Filled

Contact Name: Debi Noonan

Contact Information: dnoonan@wellspacehealth.org

Organization Information:

WellSpace Health (formerly The Effort) is a Federally Qualified Health Center whose mission is "achieving regional health through high quality comprehensive care." WellSpace Health is the Sacramento Region's premier organization providing primary and behavioral health, pediatric dental and prevention services to the area's underserved population for over 60 years.

Summary Statement:

The chief human resource officer (CHRO) is responsible for developing and executing human resource strategy in support of the overall strategic direction of the organization, specifically in the areas of succession planning, talent management, change management, organizational and performance management, training and development, and compensation. The CHRO provides strategic leadership by articulating HR needs and plans to the executive management team, shareholders and the board of directors.

Required Qualifications (Knowledge, Skills, Abilities, Education, Training, and Licensure):

- MBA or MA/MS in human resources or related field, preferred.
- A BS/BA degree from an accredited college/university.
- Previous FQHC or hospital experience required.
- A minimum of 5 years of HR experience, with at least 5 years of executive HR experience.
- SHRM Senior Certified Professional (SHRM-SCP) or SHRM Certified Professional (SHRM-CP) certification, preferred.
- Travel as appropriate to implement strategic HR initiatives, approximately 15-25%.

Essential Functions:

- Establish and implement HR efforts that effectively communicate and support the organization's mission and strategic vision.
- Develop HR plans and strategies to support the achievement of the overall organizational objectives.
- Function as a strategic advisor to the executive/senior management regarding key organizational and management issues.
- Work with the firm's executive management to establish a sound plan of management succession that corresponds to the strategy and objectives of the organization.
- Develop comprehensive strategic recruiting and retention plans to meet the needs of strategic goals.
- Develop and implement comprehensive compensation and benefits plans that are competitive and cost-effective for the organization.
- Provide overall leadership and guidance to the HR function by overseeing talent acquisition, career development, succession planning, retention, training, leadership development, compensation and benefits globally.



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Benefits:

Successful candidate will receive regionally competitive salary, above average health benefits at reduced costs, company paid life insurance & long term disability insurance, additional voluntary retirement plan with company match and no vesting schedule requirement.

- 160 hours of PTO (for fulltime work)
- Paid sick leave
- 10 paid holidays per year
- Flexible Spending Program
- Employee Assistance Program
- In-house management and leadership training

Physical Demands and Work Environment:

The work environment is characteristic of normal office conditions. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to sit; use hands to finger, handle, or feel. The employee is occasionally required to stand; walk; and reach with hands and arms. The employee must occasionally lift and/or move up to 20 pounds. Specific vision abilities required by this job include close vision, distance vision and ability to adjust focus. The employee must also possess hearing and speech to communicate in person and over the phone. The noise level in the work environment is usually quiet.

The employee may be required to run agency related errands and attend off-site meetings; the employee must be able to operate, maneuver and/or control a motor vehicle. In performing the driving responsibilities, the driver may sit for long periods. This requires intense concentration, particularly in poor driving conditions. Work may expose incumbent to possible bodily injury and unknown, dangerous, and/or life threatening conditions from regularly operating a motor vehicle. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

I have read and understand the contents of this job description.

Applicant

Date

WellSpace Health is an Equal Opportunity Employer