**VP of HR job description**

**Job brief**

the Vice President of Human Resources is responsible for HR management, benefits, and HR administration. This individual will be part of the senior management team and will partner with line management to improve their leadership and management in their organizations. A key component of this role is to engage senior 2 management in modernizing the organization while simultaneously developing a new collaborative culture

**Responsibilities**

Establishes credibility throughout the organization as not only an experienced HR leader, but also an effective listener who maintains employee confidence and a skilled problem solver.

* Develops a strategic HR plan and prioritizes and implements key HR initiatives in a timely manner.
* Participates in the development of the organization's plans and programs as a strategic partner, bringing a business perspective as well as the perspective of the impact on people.
* Manages the department budget as well as employee compensation budget.
* Evaluates the organizations current people-related practices and identifies opportunities for improvement. Develops progressive and proactive compensation and benefits programs to provide motivation, incentives and rewards for effective performance.
* Supports continuous staff development by implementing learning and development programs to ensure learning and skill development occurs regularly across all levels of the organization.
* Develops and evaluates appropriate policies and programs for effective management of the people resources of the organization. Included in this area would be programs such as, but not limited to employee relations, affirmative action, sexual harassment, employee complaints, external education and career development.
* Maintains knowledge of international HR policies, programs, laws and issues.
* Structure and develop the HR team to provide maximum benefit to the organization while simultaneously building team capabilities.

**Requirements**

* Exemplify and share the Enactus Values of Passion, Innovation, Integrity and Collaboration
* Must be able to establish credibility and respect and build strong working relationships with all employees. Must maintain high level of professionalism and balanced approach with all.
* Must demonstrate ability to effectively design and develop curriculum for adult learners and deliver content in an engaging and professional manner to diverse audiences in size and make-up.
* Demonstrate an understanding of personalities and styles in order to work collaboratively with a variety of people and to make informed decision around resourcing, reporting structures and relationships
* Strong working knowledge of employment law issues and the ability to apply these to a variety of situations using a pragmatic and common sense approach
* Effectively plans ahead to anticipate problems, plans for worst-case and best-case scenarios
* Makes sensible, intelligent decisions in difficult and deadline driven situations
* Must be team oriented and assist where needed.