

Consider the HR-Director –

The HR-Director is charged with establishing and managing a departmental infrastructure that supports the organization's highest-priority asset, its Human Resources. The HR-Director embodies the very essence of what the Company is looking for in its people and culture, and is a living example of what the Company touts as "Valued." The HR-Director establishes hiring practices and standards that facilitate the organization's ability to achieve and maintain its desired corporate culture, and ensures the organization's recruiting processes are complimentary to achieving that end. Knowing the value of attracting and retaining well-trained and competent people, the HR-Director spearheads the establishment and implementation of meaningful professional development programs, promoting active participation with assurance there are programs available at all levels and for all positions company-wide. A competent HR-Director has extensive knowledge of HR processes, systems and tools, and utilizes those systems and tools as a viable means of establishing and tracking all personnel-related matters and functions. A high-priority initiative of any HR-Director is to continually ensure there is proper and sufficient succession planning throughout the organization. The HR-Director is an available resource to the organization's people, functioning as an advocate and liaison between the organization's employees and management.

Position: HR-Director

Typically Reports to: The CEO, COO or CFO

Role:

1. The HR-Director is charged with leading and directing the work of others to ensure the organization stays focused on its long-term HR strategies and is consistently executing its highest-priority HR initiatives; establishing and managing a departmental infrastructure that supports the organization's highest-priority asset, its Human Resources; planning, directing and carrying out corporate policies relating to all phases of personnel activity.

Job:

1. Focus on planning, directing and supporting the organization's human resources programs, systems and procedures
 - a. HR Policies
 - b. HR Goals
 - c. HR Objectives
2. Execute highest-priority HR initiatives to ensure the organization's long-term HR strategies are achieved; make certain all HR programs, systems and procedures are properly aligned and all human assets are properly supported, in order to facilitate maximum effectiveness and efficiency in individual job performance

Responsibilities:

1. Ensuring succession planning, and professional growth and skills enhancement opportunities are developed and available throughout the entire organization
2. Achieving a viable means for recruiting new talent and measuring all employees' performance results against short-term and long-term performance expectations
3. Demonstrating mastery of generally accepted HR concepts, practices, tools, systems and procedures
4. Assuring corporate adherence to HR rules and laws, and company-wide adherence to the organization's handbook

Footnote:

HR-Director is a "niche role" comprised of very focused and narrowly specific job duties and responsibilities. With such being the case, some organizations might opt to outsource many of the strategic HR elements, and provide day-to-day lower-level HR support services within the organization's internal job structure.