ADMINISTRATIVE POSITION ANNOUNCEMENT

TITLE OF POSITION/RANK: Director, Organizational Development

DEPARTMENT: Office of Human Resources Management, Rose Hill

POSITION SUMMARY:
Reporting to the vice president for human resources and with dotted line relationship to the senior director of human resources policy and practice, the director, organizational development provides professional and leadership expertise in the design and delivery of organizational development and process innovation programs and initiatives that enhance organizational effectiveness and performance.

The candidate must have a proven track record in design, development and implementation of learning solutions that are practical, enduring and promote seamless talent development experiences for university faculty, staff and administration. The candidate must have demonstrated expertise in designing and directing the implementation of system-wide learning technologies including, but not limited to, learning management systems, learning analytics and social learning etc. The candidate must be well-versed in relevant research and benchmarking best practices including, but not limited to, evaluating and calculating training and development ROI, developing and implementing learning tools to analyze organizational program effectiveness including key performance indicators and financial strength.

RESPONSIBILITIES:

- Drive human resources process innovation through measurable operational excellence and increased internal customer satisfaction; implement best in class approach and lead process improvement from inception to final deployment, provide training and continuous monitoring during and after process completion.
- Plan, develop, manage and execute process improvement projects including complex cross-functional and cross-divisional projects that employ various continuous improvement tools and methodologies, effective change management techniques, and appropriate process analysis to deliver improvements in operational efficiency, quality customer service, and regulatory compliance.
- Collaborate with university leadership to identify, develop and implement strategic organizational effectiveness initiatives designed to enhance employee performance, development, diversity, and engagement within in a blended union and non-union environment.
- Collaborate with university leadership to develop change management competencies to ensure successful execution of projects and initiatives. Develop, design and deliver rewards and recognition programs that support university's short-term and long-term strategic priorities.
- Assess organizational development capabilities, identify competency and talent gaps, develop and execute appropriate strategies and solutions to enhance performance and build people skills.
ESSENTIAL CHARACTERISTICS:

- **Innovative Thinking:**
  An effort to improve performance by doing new things. It can include the introduction of an innovative procedure unknown in the work unit or at the University, but known elsewhere. It can also include the invention of techniques and methods, the ability to go beyond the conventional, and a willingness to try out different solutions. At the higher levels, it is the ability to champion innovation and encourage new ideas from employees.

- **Results Orientation/Project Management:**
  Works to achieve desired policy and program outcomes. It includes setting goals and priorities to maximize the use of resources available to deliver consistent results against departmental objectives.

- **Teamwork and Collaboration:**
  Implies the intention to work cooperatively with others, to be part of a team, and to work together, as opposed to working separately or competitively. Teamwork and collaboration may only be considered when the subject is a member of a group of people functioning as a team, generally where he/she is not the leader. "Team" is broadly defined as any task or process-oriented group of individuals. Working effectively in teams and/or outside the formal lines of authority to accomplish organizational goals; taking actions that respect the need and contributions of others; contributing to and accepting consensus; subordinating own objectives to organization or team.

- **Learning and Development:**
  Takes responsibility for personal learning and development by acquiring and refining technical and professional skills needed in job related areas. Obtains developmental opportunities proactively. Applies knowledge and/or information gained as appropriate. Actively pursues learning and development in order to achieve results to contribute to continuous improvement. Supports and encourages the learning and development of others.

- **Organizational Awareness:**
  Refers to the ability to understand and learn the power relationships in one's own organization or in other organizations. This includes the ability to identify the real decision makers; the individuals who can influence them; and to predict how new events or situations will affect individuals and groups within the university.

- **Change Leadership:**
  Able to deliver a message of change in both words and actions. It is the ability to exhibit a range of behavior from communicating and actively supporting the university's vision and strategy to taking dramatic action to reinforce new ways of thinking.

QUALIFICATIONS:

- Bachelor's Degree in business, human resources, or related field from an accredited institution of higher learning and a minimum of seven (7) years of experience in high-impact Human Resources organizations, including at least three (3) years in an organizational development management role.
- Advanced degree preferred. Formal training and demonstrated abilities in operational excellence methods such as LEAN, TQM, 6 Sigma, PHR, SPHR, or GPHR certification(s) also preferred.
- Demonstrated technology literacy is also required.

**SALARY:**
Commensurate with experience

**FLSA CATEGORY:**
Exempt

**START DATE:**
ASAP

**SEND LETTER AND RESUME TO:**
hr@fordham.edu

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