

JOB TITLE: Human Resource Director

REPORTS TO: Tom Campbell, owner

Summary:

The Human Resource Director strategically works closely with Campbell's owners and leadership to ensure HR programs and services are in place to support and drive business objectives. While overseeing all aspects of Campbell's talent acquisition, total compensation & rewards programs, benefits, training & development, safety, employee relations as well as the day to day needs of the HR department.

Essential Functions:

- Provides consultation and guidance to Campbell's owners, executives, managers, supervisors and employees on various human resource issues.
 - Strategically develops, implements, administers human resources policies, procedures and initiatives including programs which foster employee engagement
 - Advise and consults in areas such as people management, career pathing and training & development
 - Acts not only as an agent for change but is a driver for change management and organizational effectiveness
 - Translate business strategies into the appropriate human resource actions and initiatives.
- Manage Campbell's talent acquisition
- Effectively manage employee relations issues and investigations
- Develop and manage all aspects of Campbell's benefits, total compensation and rewards programs
- Drive all safety programs and initiatives
- Maintains human resource records, files, and reporting

Knowledge and Skills:

Must demonstrate competence in various HR functional areas: compensation, employee relations, management, coaching & training, organizational development, benefits, conflict resolution, employee communications and talent acquisition. Well-developed influencing skills, unquestioned integrity, the experience, confidence and stature to effectively address sensitive HR issues. Sound judgement, business acumen and the ability to make a contribution to the business. Assertive and proactive in communications and able to develop effective relationships at all levels within Campbell's. Requires effective oral and written communication skills, excellent interpersonal skills, and tech savviness to navigate current HR technology. Knowledge of HRIS with ADP a plus. Bilingual Spanish/English preferred.

Education and Experience:

Bachelor's degree or equivalent with 5+ year's progressive management level Human Resource experience.