



HUMAN RESOURCES MANAGER

Exciting opportunity for human resource experts!

The Housing Commission of Anne Arundel County has created a new position to support a hard-working team of approximately 70 employees. Committed to employee growth and development, this nationally recognized 'flagship' organization is located in Glen Burnie Maryland. Its success is tied to amazing leadership who promote a culture of caring. This function is a 'new build' for the agency.

The successful candidate will bring the expertise and ability to plan, develop, organize, and manage full HR life-cycle programs and processes. This is a highly visible 'solo' position. It includes overseeing employee relations and engagement, policy and practices, recruitment and retention, employee development, and performance management, benefits and compensation administration, EEO/legal compliance, inclusion-engagement, health/safety initiatives.

This position serves in a key consultancy role to management and ombudsman to employees. The successful candidate will be results-driven and people-focused. That means keeping a hand on the pulse of employees; identifying and responding to concerns; developing morale-building programs and assessments.

You would study legislation, legal and arbitration decisions, and Federal/state laws to assess industry trends. If you are highly competent and comfortable with HRIS, ATS, and reporting/forecasting technology, then we encourage you to apply.

We need the following K.S.A.'s and Competencies:

Education in Human Resources theory and practice and/or Sociology and Psychology. 10 years of progressively responsible experience or a combination of education and experience to meet the minimum requirements. Expert knowledge of Federal, State and local employment laws. Essential experience is required for problem-resolution, recruitment and retention, benefits, retirement planning and training/development. Professional certifications such as, PHR, SPHR, SHRM-CP, SHRM-SCP are highly desirable.

If you are a great communicator - verbal and written; enjoy working independently and as part of a team; able to build consensus and exercise good judgment; keep confidences and multi-task, then this could be the opportunity for you! This position reports to the Deputy Chief Executive Officer. The hiring compensation range is \$72,000-\$85,104, D.O.E.

If interested, please reply to info@spectrumhrsolutions.com or www.hcaac.org.

The Housing Commission of Anne Arundel County Values Diversity, Inclusion And Engagement Regardless of Self-Identification or Immutable Characteristics