Assistant Vice Chancellor for HR Strategy

Job Prospectus

University Human Resources

Raleigh, NC | Spring 2019
About the Position of Assistant Vice Chancellor for HR Strategy

Provide senior leadership oversight for the HR strategic function for University Human Resources (UHR). Act as a key change agent to assist in the transformation of the HR operation of the University to align HR services more closely with the needs and strategic goals of NC State. The Assistant Vice Chancellor for HR Strategy reports to the Associate Vice Chancellor (AVC-HR) for Human Resources and will serve on the AVC-HR’s leadership team.

In this senior leadership role, the incumbent will be responsible for overseeing the following four (4) HR functions and services:

- **Learning and Organizational Development** (L&OD) (Leadership & Management Programs, Skills Based Training, Professional Development & Learning, On-Demand Training, Succession Planning, Career Pathing, and Organizational Development Consultations)
- **Employee Relations** (Performance Management, Employee/Labor Relations, Mediation, Employee Engagement, and Unemployment Compensation)
- **Onboarding & Offboarding** (New Hire Training and the Exit Experience)
- **UHR Communications and Marketing**.

The Assistant Vice Chancellor will have four (4) direct leadership reports:

- Director for Learning and Organizational Development
- Assistant Director for Employee Relations
- Manager for the Onboarding and Offboarding Center
- UHR Communications and Marketing Manager/Strategist.

**Responsibilities of the Position**

- Function as one of two senior leaders reporting to and collaborating with the Associate Vice Chancellor for HR in driving, leading and executing key HR strategic initiatives that are broad based with university wide impact and implement HR strategic initiatives that promote organizational capacity and organizational competency.
- Proactively serve as a cultural architect that implements change management and continuous improvement initiatives to adapt to HR’s new institutional model. Responsible for addressing the current and anticipated future talent development and talent management needs of the university, ensuring alignment with the University’s strategic vision, mission and goals.
- Utilize, leverage and integrate automation and system applications to meet strategic objectives for UHR and the University.
- Ensure the development and implementation of a comprehensive leading edge and innovative L&OD training plan, and performance management plan, which facilitates job skills and competency based learning initiatives, leadership development, and continuous learning and professional development for NC State employees.
• In collaboration with the AVC-HR and Assistant Vice Chancellor for HR Operations, lead in the development and implementation of metrics and HR analytics that effectively measure, benchmark, and monitor the learning and development impact to the institution.

• Ensure the optimization of the employee relations function with the design and implementation of best practices for investigation practices, case management, stakeholder engagement, reporting and analytics of ER cases and trends to improve employee and stakeholder experiences.

• Develop the employee relations function to incorporative proactive outreach, coaching, and solutions-oriented strategies to aid managers and supervisors in enhancing levels of employee engagement and satisfaction.

• Oversee the management of the onboarding and offboarding processes, procedures and service to ensure effective and efficient operations that facilitate knowledge of available HR resources. Oversee training on key HR processes relating to the onboarding of new hires and offboarding of faculty and staff.

• In collaboration with University Communications and Marketing, develop and provide leadership oversight for the communications and marketing function for UHR. Responsibilities include providing leadership and oversight for enhancing HR’s image and branding efforts to campus and external constituents, development of a communications infrastructure within the division, and implementing a comprehensive HR communications and marketing plan.

• Collaborate with and serve as a consultative and advisor to department heads, deans, campus leaders, and university administrators to promote an engaged HR culture with campus constituents related to University-wide HR Strategic initiatives.

• Collaborate with the AVC-HR in developing and executing key strategic planning initiatives for UHR relating to budgetary management, cost containment and resource reallocation plans for the division.

• Other duties as assigned.
Minimum Education and Experience

Requires a relevant post-baccalaureate degree from an accredited institution. Minimum of five (5) years of directly related professional experience in strategic planning, communications, talent management, organization development, professional and leadership development and/or employee/labor relations. For candidates demonstrating comparable professional backgrounds, a relevant undergraduate degree and a minimum of seven (7) years may be substituted.

Required Knowledge, Skills and Abilities

- Demonstrated leadership and professional expertise to develop HR strategies that will have high operational impact and resolve complex and challenging HR issues in change management and HR organizational transformation.
- In-depth experience and thorough knowledge in the field of human resources and/or specific functional areas outlined in this position description combined with a broad-based knowledge and experience in other HR components of the organization.
- Must possess a solutions focused mindset and a results driven leadership orientation.
- Proven success in developing organizational cultures that foster a culture of accountability, collaboration and organizational excellence.
- Strong leadership skills with the ability to attract, motivate, coach, and develop a high performing work team and foster a positive diverse and inclusive work/life environment for NC State employees.
- Proven ability to build collaborative partnerships with leaders and campus constituents internal to and external to HR.
- Superior project management, written and verbal communication skills and fiscal management expertise.

Preferred Qualifications

- Minimum of seven (7) years of HR supervisory and strategic management experience.
- Agile leader with superior project and change management skills including demonstrated success in implementing agile, LEAN or Six Sigma methodologies.
- Technical knowledge with human resources systems and applications.
- Related training and certification in Association of Talent Development (ATD), Mediation, Labor Relations, Strategic Planning and/or Communications/Marketing etc.
How to Apply

Individuals that are interested in being considered for the position of Assistant Vice Chancellor for HR Strategy are invited to submit an application at go.ncsu.edu/hrstrategy-application. Candidates should provide a cover letter, resume or curriculum vitae, and the names and contact information of three (3) references. References will not be contacted without prior notification to the candidate.

Please direct all nominations and inquiries to Frank Barragan and Nicole Fleming, preferably via e-mail, at executivesearch@ncsu.edu with the position’s title in the subject line. Information that cannot be sent electronically may be forwarded to:

Frank Barragan  
Campus Box 7210, Raleigh, NC 27695  
919-515-4365

Nicole Fleming  
Campus Box 7210, Raleigh, NC 27695  
919-515-4298

Individuals are also encouraged to visit the search webpage at go.ncsu.edu/hrstrategy-search, the UHR webpage at hr.ncsu.edu, and the HR Strategic Plan at hr.ncsu.edu/about-us/strategic-plan for further information.
About NC State

Think and Do

At NC State, we create prosperity for North Carolina and the nation. We began as a land-grant institution grounded in agriculture and engineering. Today, we’re a pre-eminent research enterprise that excels across disciplines.

NC State is a powerhouse in science, technology, engineering and math. We lead in agriculture, education, textiles, business and natural resources management. We’re at the forefront of teaching and research in design, the humanities and the social sciences. And we’re home to one of the world’s best colleges of veterinary medicine.

Our more than 34,000 undergraduate and graduate students learn by doing. They pursue original research and start new companies. They forge connections with top employers and serve communities local and global. Through it all, they enjoy an outstanding return on investment.

Creating Prosperity

Each year, NC State adds $6.5 billion to the statewide economy, equivalent to creating more than 90,000 new jobs. That represents significant return on investment for the citizens of North Carolina in the form of research advances, innovative technologies, successful companies, skilled graduates and new jobs waiting for them.

Our 9,000 faculty and staff are world leaders in their fields, bridging the divides between academic disciplines and training high-caliber students to meet tomorrow’s challenges. Together, they forge powerful partnerships with government, industry, nonprofits and academia to remake our world for the better.

NC State is leading efforts to curb nuclear proliferation, develop a smart electric grid, create self-powered health monitors, help farmers confront climate change and build a new American manufacturing sector. Our award-winning Centennial Campus is home to more than 70 public and private partners — as well as the innovative Hunt Library, which Time magazine has dubbed “the library of the future.”
About Raleigh and North Carolina

North Carolina’s rapid growth makes the state a diversity leader and top spot for young professionals and families. Raleigh reflects statewide growth as a city on the rise:

- No. 2 among the best big cities to live in (Money, 2018)
- No. 2 among the best places for business and careers (Forbes, 2018)
- One of America’s most digitally inclusive tech cities (Brookings, 2018)
- No. 2 hotspot for tech jobs (Forbes, 2016)
- No. 3 best city for young professionals (Forbes, 2016)

With Durham and Chapel Hill, the capital city anchors the Research Triangle, a national hotspot for high-tech enterprise. The region’s top companies — including IBM, Cisco Systems, SAS Institute, Biogen Idec and GlaxoSmithKline — rank among the country’s best employers. NC State also maintains strong agricultural partnerships with Bayer, BASF and Syngenta, companies that lead the way in hiring new NC State graduates.

Celebrating its 132nd year in 2019, NC State continues to make its founding purpose a reality. Every day our career-ready graduates and world-leading faculty make the fruits of learning, discovery and engagement available to people across the state, throughout the nation and around the world.
NC State provides equal opportunity and affirmative action efforts, and the university prohibits all forms of unlawful discrimination, harassment and retaliation that are based upon a person’s race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability, gender identity, genetic information sexual orientation or veteran status.