JOB POSTING

Organization: Southern Poverty Law Center

Job Title: Deputy Director of Human Resources, Labor and Employee Relations

Job Location: Montgomery, AL

Contact Person: Human Resources

Contact Person email: hrrecruit@splcenter.org

Job Description/Requirements:
The Deputy Director of HR, Labor and Employee Relations will be forward-thinking and committed to the mission of Southern Poverty Law Center (SPLC) that recognizes staff as its most important resource. They will have the demonstrated ability to connect, build bridges and work collaboratively to develop, plan and implement employee relations practices. The Deputy Director of HR, Labor and Employee Relations will be the primary contact handling issues involving bargained and non-bargained employees across SPLC. They will also ensure that all labor relations matters and activities are conducted in a manner consistent with SPLC’s labor relations and legal strategies, operational and strategic business objectives, and values. They will work to nurture a transparent and compassionate workplace and uphold the values of diversity, equity and inclusion.

Primary Job Functions:
• Serves as subject matter expert and provides guidance to employees and managers on the application/interpretation of Human Resource (HR) policies;
• Directs union relations activities and initiatives by partnering with union leadership and representatives; Serves on committees; reviews and approves strategies and methods for addressing joint interests, ensures alignment with overall business and HR goals and objectives;
• Manages the implementation of labor relations plans;
• Develops and maintains positive relationships with senior union leadership;
• Oversees and conducts significant, impact bargaining resulting from the effect of business decisions on terms and conditions of employment or negotiated provisions;
• Manages the negotiation, implementation, and administration of collective bargaining by ensuring team understands and aligns with SPLC’s objectives;
• Ensures compliance with the collective bargaining agreement;
• Designs, plans, and implements employee relations programs, policies, and guidelines to promote and enhance employee satisfaction;
• Conducts prompt, thorough investigations and manages employee complaints;
• Makes recommendations to effectively resolve complaints by using judgment that is consistent with SPLC policies and employment laws;
• Provides timely investigation summaries for all completed investigations;
• Visits regional offices and provides additional HR support as needed for regional HR staff;
• Establishes credibility throughout the organization with employees and management;
• Monitors employee climate to identify issues/trends; recommends proactive solutions based on needs/best practices and consults with the Director of HR to recommend strategies for improvement;
• Manages the Exit Interview process and analyzes data, making recommendations to the management team for continuous improvement;
• Supports managers in conducting mid-year and annual employee performance reviews;
• Supports managers in the development of performance improvement plans and corrective actions;
• Collaborates with the Workplace Culture Department to provide data and strategies for improvement;
• Supports SPLC’s Diversity, Equity and Inclusion strategic plan;
• Develops and manages employee recognition and retention programs;
• Manages and supports employee orientation and on-boarding; and
• Manages a team of Regional Labor and Employee Relations Specialists.

Education and Related Work Experience:
• Bachelor’s Degree in Human Resources, Business Administration or a relevant field;
• 5 years of experience in Human Resources;
• 5 years of management experience;
• 3 years of experience working within a unionized environment with demonstrated experience in contract negotiations, employee relations and/or conflict resolution;
• 3 years of conducting Human Resources related investigations; and
• Demonstrated commitment to Diversity, Equity and Inclusion.

Knowledge, skills and abilities:
• Must have extensive knowledge of labor law and collective bargaining;
• Comprehensive knowledge of various federal and state employment laws;
• Outstanding interpersonal, teamwork, and collaboration skills;
• Exceptional written and verbal communication;
• Excellent organizational skills and attention to detail;
• Proficient in Microsoft Office;
• High degree of professionalism and ability to maintain confidentiality; and
• Ability to travel 30-35% to regional SPLC offices.

Preferred Qualifications:
• HR Certification(s) (PHR, SPHR, SHRM-CP, SHRM-SCP); and
• Proficiency in HRIS Systems and Case Management Software.

For immediate consideration please click below to apply:
<https://www.splcenter.org/about/careers/jobs?gh_jid=4591308002>

Other Special Considerations:
This job is performed under general office conditions and is not subject to any strenuous physical demands or dangerous conditions.

Disclaimer:
The statements herein are intended to describe the general nature and level of work being performed by the employee in this position. These statements are not intended to be construed as an exhaustive list of all responsibilities, duties, and skills required of a person in this position.
An Equal-Opportunity Employer with a Commitment to Diversity
Southern Poverty Law Center (SPLC) is proud to be an equal opportunity employer, and as an organization committed to diversity and the perspective of all voices, we consider applicants equally of race, gender, gender identity, color, sexual orientation, religion, marital status, disability, political affiliation, national origin, or prior record of arrest or conviction.

For Info Contact: HRrecruit@splcenter.org