



HUMAN RESOURCES LEADER

PARKS & RECREATION DEPARTMENT/  
SEATTLE DEPARTMENT OF HUMAN RESOURCES

*City of Seattle, WA*

# THE ORGANIZATION

In 2014, Mayor Ed Murray and the City Council tasked Seattle Department of Human Resources (SDHR) to achieve greater workforce equity, alignment, excellence and accountability by consolidating all Human Resources services throughout the City into the SDHR. The City has immediate openings for HR directors and managers in several departments to facilitate this consolidation. During consolidation, these individuals will serve as HR Business Partners, forming a bridge between the departments and SDHR. After consolidation, the HR Business Partners will join the team in SDHR.

For more information about SDHR, visit [www.seattle.gov/personnel](http://www.seattle.gov/personnel).

# THE POSITION

## **Seattle Parks & Recreation**

Seattle Parks and Recreation, (SPR) officially the Department of Parks and Recreation, is responsible for maintaining the city's 6,400+ acre parks system as well as swimming pools, golf courses, and environmental education and community centers throughout the city. It is our mission to provide welcoming and safe opportunities to play, learn and contemplate as well as build community and promote responsible stewardship of the land. We promote healthy people, a healthy environment and strong communities. An essential tool for us to deliver the above is an engaged and effective workforce.

SPR is looking for a seasoned HR professional to lead its HR function. With a workforce of over 2,000+employees, SPR is a diverse organization facing a unique variety of challenges. Employees are committed to delivering a positive experience to all stakeholders and SPR is committed to being an employer of choice to them. For some, SPR may represent a first job but to many it will be a long-term career and, regardless of tenure, SPR wants to ensure that all employees experience a safe, equitable and positive work environment.

This HR Leader will partner closely with SPR and SDHR Leadership teams to identify, support and/or deliver Human Resources support and services in the following areas:

- Identify and resolve key business issues; In partnership with Leadership and SDHR develop solutions and manage implementation to achieve meaningful business impacts;
- Establish high functioning relationships across levels of the organizations to build relationships, improve communications, understand working challenges, and enhance credibility;

- Grow capabilities of existing HR team in areas such as labor relations, employee relations, safety, recruiting and development;
- Collaborate to develop department wide strategies and programs with an equity lens to support the recruiting, growth and development of staff at all organizational levels;
- Act as an internal consultant for complex, high profile organizational issues with executive teams, requiring a high level of technical skills in consulting, coaching and facilitation;
- Establish a network across the city to understand and leverage existing resources on issues that SPR is facing;
- Deliver value-added HR services through constant process alignment and improvement; and
- Identify and eliminate barriers to equity as it applies to recruitment, development and day to day operations.

For more information about SPR, visit [www.seattle.gov/parks](http://www.seattle.gov/parks).

## THE IDEAL CANDIDATE

### Minimum qualifications for this position are:

- Experience delivering HR support to an organization with the following characteristics:
  - 900+ employees with significant additional seasonal employees;
  - Represented environment; and
  - Dispersed workforce covering multiple organizations
- Experience leading a team of at least 5 HR professionals covering a variety of HR functions
- BA degree in Human Resources or Business or equivalent work experience
- History of leading and delivering enterprise-wide projects of increasing complexity that impacted labor relations, employee relations, recruiting and/or development.

### Desired qualifications for this position are:

- Experience operating in the public sector;
- Experience with delivering complex organization change projects;
- Willingness to champion change even when it may be challenging personally and professionally;

- Meaningful experience working as part of a leadership team including Executive coaching and team facilitator;
- Demonstrated experience with eliminating institutional barriers to equity; and history of functioning as a role model for Human Resources and other Leaders.

**Additionally, all candidates should be prepared to demonstrate their proficiency with the following core Human Resources competencies;**

- Respect: We demonstrate regard for ourselves and others; we are open minded, considerate, fully present, engaged and responsive
- Excellence: We perform and serve to the highest standards; we attain outstanding results through innovation, effort and personal commitment;
- Integrity: We are worthy of trust because we do the right thing; we are ethical, principled and transparent and behave consistent with our values;
- Equity: We honor difference and seek diverse backgrounds and perspectives; we are inclusive and pursue just outcomes;
- Adaptability: We are flexible and resilient; we respond readily to change and new conditions, seek solutions and do our work with optimism;
- Integration: We are a team; we work holistically and strategically, incorporate others and are mindful of impact; and
- Accountability: We take responsibility and follow through with intention; we take ownership of the process and results.

## COMPENSATION & BENEFITS

The starting salary for this position is \$130,000 to \$140,000 annually. Placement within the range will be dependent on qualifications. The City of Seattle also provides a generous benefits package to its employees which includes:

- Health, dental, vision, long term disability and group term life insurance
- Defined benefit retirement plan
- 10 paid City holidays and 2 personal holidays
- 12 to 30 days of vacation per year, based on length of City of Seattle service
- 4 days of executive leave per year
- 12 days of sick leave per year
- Paid family leave care, up to 4 weeks
- Paid parental leave, up to 12 weeks

- Executive leave
- Merit leave
- Optional 457 deferred compensation plan
- Flexible benefit plan contributions by employee on a pre-tax basis
- Employee Assistance Program

## HOW TO APPLY

Please apply **on-line immediately** at [www.alliancerc.com](http://www.alliancerc.com). Interviews will be scheduled on a rolling basis for well-qualified candidates. For questions and inquiries, please contact Cindy Krebs at (562) 901-0769 or [ckrebs@alliancerc.com](mailto:ckrebs@alliancerc.com)

## THE COMMUNITY

Seattle is an exciting urban city surrounded by unmatched natural beauty. Considered the crown jewel of the Pacific Northwest, Seattle has been recognized as one of the top U.S. cities to live, work and play in by Business Insider, CNN, Kiplinger's and TripAdvisor.

With a diverse population of more than 3.7 million people, an employment base that offers approximately 2 million jobs, and a relatively low unemployment rate, the Seattle area is wonderful place to live and work. Its neighborhoods range from modern high-rise apartments in the urban core to turn-of-the century homes in the areas dotting Lake Washington and Puget Sound. A wide variety of housing options is available throughout the city and nearby communities. Seattle's freeways and arterials are congested during peak commute hours, however, the city is highly walkable and supported by a dependable, highly used public transportation system. With over a dozen hospitals and scores of medical centers, the Seattle area offers a wide variety of healthcare options.

The people of Seattle are generally highly educated, environmentally conscious, and supportive of individual and cultural differences. Historically known for its bookish, laid back local culture, Seattle has a large and vibrant music and arts scene, world-class theaters and museums, aquariums, stadiums, zoos, libraries, and an abundance of parks. It is also the home of several professional sports teams including the Seattle Seahawks (football), Seattle Mariners (baseball), Seattle Sounders (men's soccer), the Seattle Storm (women's basketball) and Seattle Reign (women's soccer).

Some of the most recognizable global companies and foundations including Amazon, Boeing, Microsoft, Starbucks, Weyerhaeuser, Costco, Nordstrom, REI, Nintendo, Alaska Airlines and the Bill & Melinda Gates Foundation are based in the Seattle area. With a large pool of highly skilled workers, cutting-edge research and thriving industry clusters, Seattle is also an incubator for new and minority-owned businesses across several industries. For example, Seattle's video

game companies generate more than one-third of the game industry's \$10 billion national revenue, while Seattle's clean technology industry accounts for more than 60,000 jobs in the sectors of energy efficiency, renewable energy, pollution reduction and pollution cleanup.

Natural beauty, clean air, and beautiful waters make Seattle the perfect place to get active. Washington state is home to more than 9,000 miles of hiking trails. Cycling, kayaking, canoeing, scuba diving, skiing, snowboarding, and stand-up paddle boarding are popular outdoor activities in the Seattle area. In every kind of weather, Seattleites enjoy spending time outdoors.

Seattle offers a large network of universities and colleges including the University of Washington, Seattle University, Seattle Pacific University, City University of Seattle, and many others.