

**DIRECTOR, HUMAN RESOURCES  
NORTHEAST DELTA DENTAL  
CONCORD, NH**

Are you interested in a dynamic opportunity to work with a values-driven company that successfully balances profitability and community involvement, with colleagues working together to create a corporate environment built upon high trust and mutual respect? Northeast Delta Dental, a non-profit 501(c) 4 organization employing 220 employees and located in Concord NH, is looking for an experienced and passionate Human Resources Director who is a confident leader, trusted colleague, creative practitioner, eager to lead, inspire, and drive employee engagement through consistent delivery of an exceptional employee experience in every HR interaction, and promoting a positive work culture where employees know they are valued.

Reporting to the President and CEO, the Director of Human Resources will be a key member of the Executive Team participating in organizational decision-making and developing HR strategies to support corporate objectives. You will expand our exceptional workplace culture by intensifying our diversity, equity and inclusion initiatives.

Our ideal candidate thrives in a fast-paced environment and has the confidence to engage coworkers to accomplish outstanding results. This individual will be an influential communicator at all organizational levels, willing to initiate tough conversations with a proven ability to break down barriers and solve problems.

**Primary Responsibilities:**

- Evaluate, plan, and direct the organization's human resource function as a strategic business partner, and, in particular, from the perspective of the people we employ.
- Transform strategic and tactical business plans into HR strategic and operational plans.
- Partner with internal stakeholders to implement strategies for employee engagement and retention.
- Ensure recruitment, hiring and employment practices support Northeast Delta Dental's commitment to diversity, equity, and inclusion, and our dedication to service excellence.
- Manage effective performance management practices and process.
- Craft progressive and proactive job evaluation, compensation and benefits policies and programs to provide motivation, incentives, and rewards for effective performance.
- Build staffing and succession strategies and programs to identify talent within and outside the Company for positions of responsibility.
- Manage the HRIS database and generate reports used in critical analyses of the HR function and people resources.
- Evaluate and deploy training and development to provide individuals with professional and personal growth opportunities and career development.

- Design appropriate policies and programs consistent with the Company's values while promoting effective management, employee relations, and the resolution of employment related matters.
- Create and manage the budget and other financial measures of the Human Resources group.

**Essential Qualifications:**

- BA/BS in Business, Management, Psychology, Liberal Arts or related field.
- Minimum of 10 years in Human Resources with experience inclusive of progressive supervisory roles in core HR disciplines: recruitment, compensation, benefits, training and development, employee relations, and diversity, equity & inclusion.
- Technical knowledge in all areas of the HR function; strong background in compensation and recruiting preferred.
- Excellent presentation skills, and written, and verbal communication skills essential.
- Effective communicator with all levels of the organization and with people of different backgrounds and interests.
- Must be collaborative, possess a strong customer service orientation, and be a consultative problem solver.
- SPHR/SHRM-SCP desired.

Northeast Delta Dental is proud to be an equal opportunity employer.



**Please forward resumes to:**

**HR Consulting Solutions  
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