

## CITY OF MINNEAPOLIS

# Director Human Resources Business Partnership Solutions

## Position profile

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### OUR CITY



As the largest and most vibrant city in the state, Minneapolis depends on purposeful, dedicated and innovative employees. Minneapolis has a large variety of careers for people of all experiences and backgrounds who come together for a singular purpose—serving the residents, businesses and visitors of Minneapolis.

Learn about what makes Minneapolis great.  
[www.minneapolis.org/visitor](http://www.minneapolis.org/visitor)



### OUR WORKFORCE

Over 3900 employees at the City of Minneapolis faithfully serve the residents, businesses and visitors of the City every single day. Some jobs are more visible in the community while some are behind the scenes, but each employee at the City plays a role in keeping Minneapolis a vibrant place that tops many lists. Our employees look for ways to keep Minneapolis at the leading edge, offering services and policies that are more comprehensive and progressive than the vast majority of cities. Our employees are a key reason why Minneapolis is a place where all people have an equitable opportunity for success and happiness.



Our purpose, to serve the residents, businesses and visitors of Minneapolis is at the foundation of everything we do. It shapes our priorities, our work, and our culture. It drives our employees to look for new ways to serve. creating an innovative and engaged culture.

*The employees of the City of Minneapolis are aligned for a singular purpose -to serve our community.*

### THE DEPARTMENT

The Minneapolis Human Resources (HR) Department guiding principles are:

- Champion Equity
- Employee Health and Wellbeing
- Leverage Technology and Data
- Employer of Choice

## THE POSITION



- **Strategic HR Leadership:**

Collaborate with senior leadership to develop and implement HR strategies aligned with the municipality's mission, vision, and strategic objectives. Provide expert guidance on HR matters, anticipating challenges and proposing proactive solutions to drive organizational success.

- **Employee Relations:**

Oversee employee relations strategies and initiatives to foster a positive work environment. Address complex employee relations issues, assist the Human Resources Investigative Unit with investigations, and provide recommendations for resolution and implement resolutions.

- **Employee Management:**

Lead retention, and succession planning efforts to ensure the municipality retains high-caliber professionals. Collaborate with department heads to identify and address workforce development needs.

- **Performance Management:**

Design and implement performance management programs that drive employee development, engagement, and high performance. Provide guidance on goal setting, performance reviews, and professional development plans.

- **Compliance and Policies:**

Ensure compliance with federal, state, and local employment laws and regulations; civil service rules and collective bargaining agreements. Develop and maintain HR policies and procedures that align with best practices and legal requirements.

- **Organizational Development:**

Drive initiatives to enhance organizational effectiveness and efficiency. Facilitate change management processes to support the municipality's evolving needs.

- **HR Analytics:**

Utilize HR metrics and analytics to assess the effectiveness of HR programs and initiatives. Provide data-driven insights to inform decision-making and drive continuous improvement.

- **Employee Engagement:**

Develop and implement strategies to enhance employee engagement, satisfaction, and well-being. Conduct regular surveys and assessments to gather employee feedback and identify areas for improvement.

- **Understanding:**

Communicate effectively with all levels of management to enhance their understanding of Human Resources processes, functions and solutions

- **Financial Wellbeing:**

Perform annual and multiple year business planning and budgeting for major initiatives enterprise-wide.

## DESIRED CAPABILITIES



- Proven experience in a senior HR leadership role, preferably within a municipal or government setting. Strong understanding of HR best practices, employment laws, and regulations.
- Excellent communication, interpersonal, and negotiation skills.
- Strategic mindset with the ability to align HR initiatives with organizational goals.
- Demonstrated experience in employee relations, talent management, and organizational development.
- Ability to think creatively and use business knowledge to help inform HR solutions.
- Knowledge of standard HR practices with ability to understand the business vision, strategy, priorities, financial, and performance measures, competitive landscape, business functions, global capabilities, and goals.
- Positive relationship management, coaching and influencing skills and proven experience acting as a trusted advisor and partner to senior leadership to successfully drive a strategic HR agenda aligned with enterprise efforts.
- Strong communication skills and demonstrated consultative and collaborate approach, with the ability to influence at all levels through storytelling.
- Skilled in interpreting data to diagnose problems/patterns and provide leaders with insights.
- Actively networked to understand HR best practices and trends.

## EDUCATION AND EXPERIENCE

- **Minimum Education:**  
Bachelor's Degree in Human Resources, Business Administration, or related field.
- **Minimum Experience:**  
Ten (10) years of progressive work experience in Human Resources, Business or Management.

## COMPENSATION

- \$148,486.00 - \$176,019.00 Annually

## HOW TO APPLY

- Please contact the Orion Search Group by e-mailing [joelb@orionsearchgroup.com](mailto:joelb@orionsearchgroup.com)