

VICE PRESIDENT OF HUMAN RESOURCES

JOHNSON COUNTY COMMUNITY COLLEGE



Johnson County Community College (JCCC) invites applications and nominations for the position of **Vice President of Human Resources (VPHR)**. JCCC seeks a dynamic, energetic, visionary leader who fosters innovation and collaboration in a shared governance environment.

POSITION SUMMARY

Oversee the comprehensive, strategic leadership of JCCC Human Resources Department, including employee benefit programs, compensation systems, recruitment and employment services, policy administration, Human Resources Information Systems (HRIS), employee relations, organizational development, and staff training. Serve in an advisory capacity to college administration, the Board of Trustees, and employees, in matters of policy interpretation, contract interpretation, disciplinary and grievance proceedings, regulatory changes, and technical human resources issues.

ESSENTIAL RESPONSIBILITIES

- Provide executive leadership with the strategic direction of the Human Resources Department, including oversight and direction of employment, employee relations, labor relations, HRIS, compensation, benefits, and organizational development and training.
- Develop and evolve HR strategies and practices to support the college's long-term missions and goals.
- Provide executive leadership and direction for matters related to compliance, including but not limited to the Americans with Disabilities Act (ADA), Family and Medical Leave Act (FMLA), Health Insurance Portability and Accountability Act (HIPAA), and the Faculty Association Master Agreement. Ensure timely response and provide counsel on employee relations, grievances, or complaints. Partner with the Office of General Counsel to address employment-related and other legal matters.
- Provide staff support for the Employee Engagement and Development Committee of the JCCC Board of Trustees. Design comprehensive approaches to employee development, retention, and onboarding by refining or creating career paths, succession planning, and learning opportunities as appropriate to the needs of the business.
- Oversee the execution of the annual performance management processes, including goal setting, performance reviews, progressive discipline practices, and ongoing feedback mechanisms.
- Provide strategic guidance and partnership to JCCC leadership related to College initiatives and direction and serve as a member of the President's Cabinet.
- Serve as a key member of the negotiation team during contract negotiations between the College and the Faculty Association.
- Develop and manage a strong, knowledgeable, and effective Human Resources team that is respected and trusted.
- Direct and oversee internal and external Human Resources related audits.
- Develop and manage the Human Resources financial operations and budget.



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QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Minimum 10 years of relevant experience in human resources, preferably in higher education and/or public service sectors, with demonstrated progression in responsibility, including HR leadership.
- Proven experience in effectively managing, negotiating, and implementing collective bargaining agreements.
- Knowledge of and ability to interpret employment laws, applicable practices, and write policy.
- Ability to work effectively with administrators, faculty, and staff of a comprehensive community college.
- Experience driving, influencing, and supporting major change initiatives in a transparent and collaborative manner.
- Experience leading an established organization and systems through transformation and innovation.
- Master's degree in relevant field is preferred.
- Society for Human Resource Management (SHRM), SHRM-CP, SHRM-SCP, or SPHR certification is preferred.

SKILLS

- Excellent communication skills, including written, verbal, and interpersonal, and an ability to tailor communication styles to diverse audiences.
- Ability to cultivate strong relationships with internal and external stakeholders and create partnerships at all levels within the organization to achieve results.
- Ability to think critically and creatively to resolve problems.
- Broad and deep leadership experience and knowledge.
- Ability to remain engaged and empathetic towards staff, faculty, and leadership with the ability to listen well and respond appropriately.
- Ability to remain an advocate for others.
- Excellent organizational skills and attention to detail.
- Knowledge of employment-related laws and regulations.
- Ability to use diplomatic skills to help others negotiate and partner together to find the best solution for all.
- Ability to act with integrity, professionalism, and confidentiality.
- Proficient with Microsoft Office Suite and knowledge of or the ability to quickly learn internal HRIS and talent management systems.
- Ability to collaborate with others and foster team building.
- Ability to develop innovative solutions for complex problems.

ABOUT JOHNSON COUNTY COMMUNITY COLLEGE

Johnson County Community College is a comprehensive, public, two-year institution of higher education. The main campus is located on 234 acres in Overland Park, Kansas. JCCC is the state's third largest institution of higher education and the largest of the nineteen community colleges in the state of Kansas, educating approximately 35,000 students.

Established in 1969, JCCC is dedicated to transforming lives and strengthening communities through learning and has enjoyed a national reputation for educational excellence and student success for more than 50 years. JCCC is dedicated to smaller class sizes, more resources, a thriving campus culture, competitive tuition rates, and extracurricular experiences that transcend the norm.

Johnson County Community College offers undergraduate credit courses in nearly 50 one- and two-year career degree and certificate programs. JCCC also has agreements in place with more than 25 regional colleges and universities to make transferring easier. The Continuing Education division offers courses and certificate programs that equip today's workforce for tomorrow's challenges, as well as life and leisure programs that encourage lifelong learning.

JCCC brings the best in arts and culture to Johnson County, Kansas. With nearly 175 annual events, the Midwest Trust Center is one of the largest multidisciplinary performing arts series in the region. And the Nerman Museum of Contemporary Art is a major cultural center and the only museum in Kansas dedicated to contemporary art. In the past 10 years, the Nerman Museum has opened approximately 100 exhibitions and hosted one million visitors.

At JCCC, students have the opportunity to participate in more than 80 clubs and organizations that satisfy a wide variety of interests. Additionally, the College offers seven competitive athletic programs that are highly regarded throughout the region and country. Students can even take their educational aspirations abroad and participate in one of many Study Abroad programs.

JCCC is committed to maintaining an innovative, flexible, and functional campus, which is why the largest campus transformation project in the College's history is underway. To better prepare students for the future, two projects were recently completed and opened in 2019: construction of a Career and Technical Education facility and development of a Fine Arts & Design Studio building. Other enhancements include updates to the Student Center, renovation and expansion of the Arts and Technology and Welding Laboratory buildings, and a \$40 million project to renovate science labs and classrooms.

With a commitment to diversity, inclusion, and belonging, JCCC delivers a cohesive, campus-wide support system for its student body, faculty, and staff. JCCC recognizes and celebrates individual differences and provides a positive environment for expression. JCCC is a recognized regional and national leader integrating sustainability into both physical campus operations and classroom curriculum.



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RECENT RECOGNITION FOR JCCC

- #1 in Kansas and #8 Best Community College in America (Niche, 2019).
- #7 in America's Best Employers by State (Forbes, 2019).
- #9 ranked in the U.S. for Study Abroad participation (Institute of International Education, 2018).
- Second-highest community college nationwide for receiving Gilman Scholarships.
- #7 Safest Educational Institution in the Nation (ADT, 2018).
- First Chef Apprenticeship program to earn accreditation from the American Culinary Federation Educational Institute.
- 2018 Culinary team named United States national champion.
- First college to offer a Pediatric Neurodiagnostic Technology program in the U.S.

PROCEDURE FOR CANDIDACY

Applications should include a letter of interest and curriculum vitae. Applications and nominations will be accepted until the position is filled. Confidential review of materials and screening of candidates will begin immediately. Harris Search Associates is assisting JCCC for this search.

Please send application to an email address below or contact Jeffrey Harris, Managing Partner or Eric Christ, Senior Consultant for further details.

Jeffrey Harris, Managing Partner

Tel: 614-798-8500

Mobile: 614-354-2100

Email: jeff@HarrisSearch.com

Eric Christ, Senior Consultant

Tel: 614-798-8500

Mobile: 614-800-9974

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www.HarrisSearch.com

EEO STATEMENT

JCCC is dedicated to providing equal opportunities and equal access to all individuals and is an affirmative action employer. JCCC does not discriminate on the basis of sex, race, color, national origin, disability, age, religion, marital status, parental status, military status, veteran's status, sexual orientation, gender identity, genetic information or other factors that cannot be lawfully considered in its programs and activities, which includes employment and admissions, in accordance with Titles VI and VII of the Civil Rights Act of 1964, the Equal Pay Act of 1963, the Age Discrimination in Employment Act of 1967, the Age Discrimination Act of 1975, Executive Order 11246, Title IX of the Education Amendments of 1972, Section 503 and 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, the Vietnam Era Veteran's Readjustment Assistance Act, the Jobs for Veterans Act of 2002, the Kansas Acts Against Discrimination and all other applicable civil rights and nondiscrimination law.

