

## **Director of HR Business Partnerships and Services**

### **Our Moment — It's a Great Time to join Stony Brook Human Resources!**

Stony Brook University has received the prestigious designation as a flagship university in the State University of New York (SUNY) system, reflecting the pre-eminent role the University plays, nationally and internationally, as a model of research and academic excellence. We have been recognized by Forbes as one of America's Best-in-State Employers and as an institution that provides exemplary employment opportunities on Long Island and in New York State. Stony Brook University is also ranked on the 2022 America's Best Employers for Diversity Forbes list. And, we have been ranked the #1 public university in New York State.

Human Resources is a vital part of this moment at Stony Brook. We are striving to meet the demands of a thriving campus and we are evolving to meet the changing needs of the workforce. In support of a transformation effort aimed at ensuring a world class HR organization, we are looking for outstanding HR professionals to join our team and help shape our future. We are looking for people who believe that HR is the heart of any operation, and its success elevates the employee experience. If you share our beliefs then join us and together, we will build a successful, sustainable workforce for Stony Brook University.

#### **Required Qualifications (as evidenced by an attached resume):**

Bachelor's degree (foreign equivalent or higher). Eight (8) years of progressive broad-based human resource experience. Four (4) years of supervisory experience in human resources. Experience and expertise in talent acquisition, talent management, culture and engagement, total rewards, employee relations, training and development, and HR compliance. Experience providing guidance and consultative services to senior leadership and employees. Experience working with a complex and diverse workforce.

#### **Preferred Qualifications:**

Advanced degree (foreign equivalent or higher). Experience as an HR Generalist or HR Business Partner. Professional HR certification (i.e., SHRM-SCP, SHRM-CP, HRCI, or PHR/SPHR). HR experience working in a union environment. Experience in higher education, or within a large complex, decentralized environment. Experiencing in evolving or helping to build an HR business partner model or other major organizational structure. Experience with large-scale change management initiatives.

#### **Brief Description of Duties:**

The Director will serve as an HR liaison and strategic partner to divisions and colleges across the university. This individual is responsible for leading and providing guidance to twelve to fourteen embedded Human Resource Business Partners (HRBP). The incumbent will report to the VP for Human Resources in Central HR and serve as a vital part of the Human Resources leadership team. This individual will initially help to implement and stand up the HR Business partner model over the next three years and

will play a critical role in the development and success of new HR Business Partners. The incumbent must also work collaboratively with university leaders and stakeholders to implement and sustain an effective HR Business Partner model and structure and instill a culture of partnership and collaboration with university leaders, stakeholders, and Central HR. This position will play a key role in supporting the development and implementation of best-in-class strategies and practices at the local level that support the recruitment, development and retention of faculty and staff. This role will also successfully champion HR services and inspire leadership and employee buy-in and support for programs, initiatives, and services at all levels of the organization, including at the senior/executive level. Given that this new structure is in the early phase of implementation, initial direct reports will be limited, and the focus will be predominantly on helping to finalize and implement the new structure. However, once the model is more mature, and is fully operational and more fully staffed with HR Business partners, it is anticipated that the scope and depth of the role will increase and that the position would be elevated to an Assistant Vice President level. Elevation of the role will be contingent on successful performance in the Director role.

The Director will foster and nurture the relationships between VPs, HRBPs, and Central HR. The incumbent will be a strategic and visionary leader that possess the following skills and competencies:

- Ability to think strategically
- Strong collaborator and relationship builder
- Outstanding interpersonal skills
- Excellent oral and written communication and presentation skills
- Ability to effectively operate in a complex, decentralized environment
- Successful influencer at all levels of the organization and strong negotiation skills
- Organizationally and politically adept
- Ability to make sound and timely decisions and successfully execute programs and services
- Ability to drive innovative and leading-edge approaches and solutions that support the full employee life cycle
- Capable of leading and inspiring a high performing team and building a strong team and culture
- Ability to operate successfully at the executive level and serve as a strategic partner and advisor to leaders
- Results and solutions oriented
- Collaborative and ability to form strong relationships and partnerships
- Creative problem solver
- Ability to be flexible and manage ambiguity
- Ability to effectively operate and collaborate at all levels of the organization, including the senior level
- Adept at conflict management
- Change management skills

**Duties:**

## **Leadership and Supervision:**

- Supports the implementation and leads the strategic implementation of a highly effective HRBP model for the University.
- Serves as a trusted partner to both the HRBPs and the areas they represent, as well as Central HR.
- Serves as a central point of communication, providing guidance and support to a network of embedded HRBPs across campus.
- Mentors and develops a network of embedded HRBPs.
- In partnership with Central HR, works to implement consistent practices and services across divisions and colleges based on best practices.
- Serves as the liaison to HRBPs, Central HR, and senior leaders across campus and helps to build strong partnerships, support collaboration, reduce silos and ensure delivery of streamlined HR practices, approaches, and policies.
- Conducts and leads a regular series of informational meetings with HR & LR Stakeholders and HRBPs.
- Ensures successful integration of HR strategies, services and programs across the campus/ at the local level for staff and faculty.
- Collaborates with Central HR on informing the HR vision, strategic plan, and priorities.
- Establishes service level commitments for embedded HRBPs and works to provide consistently high levels of HR services and support across the campus.
- Identifies campus-wide HR needs and trends for staff and faculty and works with Central HR and HRBPs to inform HR programs, services, and approaches.
- Supports consistent, efficient, and effective HR processes, practices, policies and workflows and drive staff and faculty process improvement across divisions and colleges.
- Supports effective implementation and change management for upgraded and new HR system implementations.
- Helps remove barriers to efficient and effective HR support and services
- Develops, prepares, generates and analyzes reports for Stakeholders and senior leadership to make strategic, data-driven decisions.
- Assists VPs and Deans in recruitment of HRBPs.
- Collaborates with Talent Acquisition Team & hiring managers to ensure successful recruitment and onboarding of HRBPs.

## **Talent Management:**

- Understands and supports staff and faculty recruiting and onboarding needs of various divisions and colleges, and supports the development and implementation of recruiting and hiring strategies and plans.
- Supports the development and implementation of retention and engagement strategies and plans for staff and faculty across divisions and colleges.
- Helps to inform and support training and development strategy and programs for staff and faculty.
- Provides guidance on organizational design and development.

- Partners with the Provost's Office to create and support successful HR services and programs for faculty.
- Works closely with the Office of Equity and Access (OEA) and departments on holistic and strategic staffing plans and recruitment efforts.
- Collaborates with HRBPs and VPs on diversity goals and initiatives.
- Creates, implements and maintains a repository of resources for HRBPs and their staff.
- Creates, implements and maintains an onboarding guide and a “buddy” system for new HRBPs to shadow more senior staff performing day to day transactions.

### **Employee & Labor Relations/Compliance:**

- Supports communication with leadership, supervisors, staff and faculty to strengthen the employer-employee relationship.
- Provides resources to divisions and colleges to address staff and faculty workplace issues and conflicts.
- Collaborates with Central HR to inform and administer employee engagement surveys and efforts for staff and faculty.
- Works with divisions to create approach, process and tools for exit and stay interviews, monitors and analyzes data and trends, and helps to inform retention strategies and programs for West Campus, SOM & HSC.
- Ensures effective communication and appropriate escalation of issues between the Employee & Labor Relations office. Other duties or projects as assigned as appropriate to rank and departmental mission.

### **Special Notes:**

This is a Management Confidential position. This is a full-time appointment. FLSA Exempt position, not eligible for the overtime provisions of the FLSA. Minimum salary threshold must be met to maintain FLSA exemption.

For this position, we are unable to sponsor candidates for work visas.

Resume/CV and cover letter should be included with the online application.

**Stony Brook University is committed to excellence in diversity and the creation of an inclusive learning, and working environment. All qualified applicants will receive consideration for employment without regard to race, color, national origin, religion, sex, pregnancy, familial status, sexual orientation, gender identity or expression, age, disability, genetic information, veteran status and all other protected classes under federal or state laws.**

If you need a disability-related accommodation, please call the university Office of Equity and Access (OEA) at or visit <https://www.stonybrook.edu/commcms/oea/>.

**In accordance with the Title II Crime Awareness and Security Act a copy of our crime statistics can be viewed**<https://www.stonybrook.edu/police/><https://www.stonybrook.edu/police/>.

Visit our<https://www.stonybrook.edu/commcms/jobs/working-here/index.php><https://www.stonybrook.edu/commcms/jobs/working-here/index.php> page to learn about the **total rewards** we offer.

**Salary:** Commensurate with experience

**To apply, visit <https://apptrkr.com/5119482>**

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