

**Chief Human Resources Officer  
Marian University**

Direct Link: <https://www.AcademicKeys.com/r?job=243343>

Downloaded On: Nov. 4, 2024 6:52am

Posted Aug. 19, 2024, set to expire Dec. 19, 2024

**Job Title** Chief Human Resources Officer

**Department** President's Office

**Institution** Marian University  
Indianapolis, Indiana

**Date Posted** Aug. 19, 2024

**Application Deadline** Open until filled

**Position Start Date** Available immediately

**Job Categories** Senior Executive Officer

**Academic Field(s)** Human Resources

**Job Website** <https://marian.rec.pro.ukg.net/MAR1500MNUI/JobBoard/fde73847-46d9-4c8a-924e-a28b5c630bfc/OpportunityDetail?opportunityId=3235e904-0a01-4913-811b-d7e89e5fe16f>

**Apply By Email**

### **Job Description**

#### Description

As a part of a diverse community of faculty and staff who represent many faith systems and worldviews, Marian University seeks a Chief Human Resource Officer to promote our Catholic Franciscan mission and identity by embracing Marian's commitment to cultivate and nurture a work environment that recognizes and reinforces the worth and dignity of its leadership, faculty, student body, employees, volunteers and key stakeholders in pursuit of the vision, mission and goals and objectives of Vision 2030.

Reporting to the President, Marian University, the Chief Human Resources Officer ("CHRO") serves in a strategically critical leadership role that supports the advancement, building, and sustaining of a

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robust organization and culture in which staff are prepared, engaged and motivated to tackle the challenges facing higher education and the opportunities for the workforce in the post-pandemic future.

### Essential Duties and Responsibilities:

- \* Actively engage the Catholic Franciscan mission and identity of Marian University by modeling the Franciscan Sponsorship Values and honoring the legacy of the founding congregation through transformative education, unity in diversity, leadership through service, integrating faith and life, and institutional policies.
- \* Talent Acquisition: Attracting, selecting, and inducting outstanding mission-driven talent to Marian University.
- \* Talent Development: Developing and implementing a comprehensive faculty, staff, and volunteer development program that is based on:
  - \* Vision/Transformational Leaders
  - \* Mission: Catholic, Excellence in Learning, and the Franciscan and Liberal Arts Tradition.
  - \* Marian University's strategic priorities: Access and Success, Faith in Action, and STEHM.
- \* Reward, Recognition and Pay: Implementing a compensation system that is just and that communicates the values of Marian University as well as the tremendous value each coworker is to the MU community.
- \* Optimal Environment of Work: Creating a Model Community in which all those who serve MU find a place to grow, build lasting relationships, and find joy in their contributions.
- \* Cross-Functional Collaboration: Providing a culture of innovation, creativity, and teamwork in service to MU students, the professions important to human flourishing and the common good.

### Expectations:

- \* Bring to life the President's vision of human-flourishing systems: holistic, talent-enabling workplace systems, structures, processes and programs that influence individual and workplace community flourishing, body, mind and spirit - at work and in life. Bringing to life the belief that "communities-at-work" must be surrounded and supported by, and contribute collaboratively to, strong workplace support systems, structures, infrastructure, institutions, resources, norms, and security that will help all employees flourish. Workplace infrastructure, in this regard, becomes the University's platform for human flourishing where the CHRO brings a well-honed expertise in "all things human."
- \* Become a trusted advisor: leveraging deep expertise in executive compensation to have conversations with the President about senior leader performance and capabilities; using leadership

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- development as a launching point for assessing and advising on top team effectiveness; and participating in strategic initiatives to advise on workforce planning and change management solutions.
- \* Move from building relationships to partnerships: cultivating strategic partnerships; collaborating to develop a united front to communicate the rationale for change; and working across the senior leadership team to establish common objectives.
  - \* Lead versus influence: demonstrating leadership and driving change – not just operating on the fringes; listening to various points of view and gathering data to inform opinions; and leading broadly across the organization, drive accountability and achieve outcomes.
  - \* Drive change: rapidly increasing the organization's change management capabilities for both large and small - scale changes; creating methodologies and tools to help build faculty and staff capabilities; and supporting change management to help the organization remain relevant, fiscally sound and transition to a sustainable state.
  - \* Transform HR: elevating the role of HR to support strategic talent management, while rigorously introducing operational efficiencies; and delivering strategic and operational services across the enterprise.
  - \* Be data-driven and an analytical problem solver: demonstrating the ability to use metrics to develop tactical plans that influence successful implementation.
  - \* Create and enunciate a vision for human resources at the strategic level: having the knowledge, experience, emotional intelligence, and desire to lead HR forward and strengthen the human resources infrastructure in a financially responsible manner while supporting and advising the senior leadership team on building a distinctive culture of engagement, excellence, inclusion and innovation, aligned with the University's aspired future.
  - \* Demonstrate leadership talent management and development expertise: using the University's institutional core competencies as a benchmark for preparing leaders to contribute to running the University well – connecting talent readiness, preparation and defined contribution requirements to core performance outcomes.
  - \* Demonstrate expertise in leading organizational change: stewarding communications and galvanizing stakeholder engagement in the design and implementation of human-flourishing workplace systems, structures, strategies and plans to include: total rewards, leadership and talent development, organizational learning and development, workforce planning, competency management, performance management, talent management supporting infrastructure design and installation, career management, succession management, talent acquisition, engagement and retention, diversity, equity and inclusion and workforce/people analytics and planning.
  - \* Work collaboratively with University leadership: create clear expectations and reliable workplace practices that optimally shape an environment of work that brings the mission and Franciscan values of Marian University to life in word and deed. Creating a Model Community in which all those who serve MU find a place to grow, build lasting relationships, and find joy in their contributions.
  - \* Serve as an institutional leader on all matters of diversity and inclusion: actively seeking new ideas,

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experiences and thought-leaders to create programs, opportunities and pathways for staff, which are free from bias and focus on ensuring a demonstrated commitment to cultural competence.

\* Work cross-functionally with a variety of University stakeholders: establishing and reinforcing a culture of cross-functional collaboration, innovation, creativity, and teamwork in service to MU students, the professions important to human flourishing and the common good.

### Required Capabilities, Knowledge, and Skills:

\* Broad HR leadership experience, demonstrating a holistic understanding of the integration of faith-based ministry work with the “business of higher education” and with achieving the University’s aspirations for distinction and relevance to those served.

\* Ability to think strategically, collaborate with others at all levels of the institution, build consensus, influence decisions, manage change, articulate priorities, and implement human resource programs that reflect the University’s mission and goals and that elevate the HR function.

\* Thorough understanding of the linkage between the organization’s business goals, its strategic direction and its capability/capacity maturity.

\* Appreciation and understanding for academic culture, perhaps gained through experience in higher education or in mission-driven organizations with similar complexity.

\* Executive maturity – working effectively with the President, upper management and “weight-bearing stakeholders” to determine and address critical HR concerns.

\* Experience managing teams and budgets in an evolving enterprise. This includes experience hiring, developing and retaining high-performing professional teams, as well as evaluation and retention of and change management for existing teams.

### Required Qualifications:

\* Required Education – (with sufficient knowledge and depth of related senior-level experience) Bachelor’s degree in Business Administration, Organizational Development, Human Resources Management, Human Development, Developmental Psychology or a related/complementary field, as determined by the Marian executive leadership.

\* Preferred Education -Masters degree in Organizational Development, Human Development, Industrial/Organizational Psychology and/or Business Administration.

\* Required Experience 10+ years relevant experience in human resources leadership, which includes enterprise-wide strategic leadership and managerial responsibilities. Professional experience in higher education, healthcare, complementary faith-based leadership experience and/or leadership experience

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within a medium to large scope enterprise is valued.

**Essential Functions:**

Work hours necessary to perform job requirements satisfactorily on a regular basis. Manage absence from work in responsible manner to ensure service to clients, work teams, and coworkers. Comply with Marian University policies and practices and seeking clarification of them when necessary.

**Physical Requirements:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel objects, equipment, or controls; and talk or hear. The employee is occasionally required to stand; walk; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl.

The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, and the ability to adjust focus.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Limitations and Disclaimer**

The above job description is meant to describe the general nature and level of work being performed; it is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required for the position.

All job requirements are subject to possible modification to reasonably accommodate individuals with disabilities. Some requirements may exclude individuals who pose a direct threat or signify can't risk to the health and safety of themselves or other employees.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform other job-related duties requested by their supervisor in compliance with

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Federal and States Laws.

Requirements are representative of minimum levels of knowledge, skills and/or abilities. To perform this job successfully, the employee must possess the abilities or aptitudes to perform each duty proficiently. Continued employment remains on an "at-will" basis.

Review of applications will begin immediately and continue until the position is filled.

For Consideration All Applications Require:

- \* Cover Letter
- \* Current resume or CV
- \* Contact information of three professional references. The reference contact information must be entered after the application is submitted in the "My Presence" section of the applicant profile.
- \* Responses to the supplementary mission & identity questions.

Please Review Marian University's Mission & Identity Statement before responding to the supplementary questions on your application:

<https://www.marian.edu/faith>

### **Contact Information**

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

### **Contact**