



Vacancy Announcement

Chief Human Resources Officer

Administration and Finance

Longwood University, Farmville, VA

Full-time, Administrative & Professional Faculty, Exempt
(#FA013)

Longwood University, located in the heart of Virginia and ranked by *U.S. News & World Report* as one of the “[Top Public Universities-Master’s](#)” in the South, invites applicants for the position of **Chief Human Resources Officer**. Under the direction of the Vice President of Administration and Finance, the **Chief Human Resources Officer** (CHRO) will:

- Provide senior level strategic HR and organizational management and guidance to management within the University;
- Direct the University HR management functions to include but not limited to strategic staffing, affirmative action, employee relations, performance management, retention, recognition, career development, organizational design, benefits administration, and human resource information systems;
- Provide interpretation of laws and regulations related to HR and ensure compliance; and
- Serve as a key contributor to college policy and procedure formulation, implementation and compliance.

Candidate must have a Bachelor’s degree in HR management, human relations, behavioral science or related field. MBA or other Master’s degree in related field is strongly preferred. Candidates should have a minimum of five years progressive HR management experience, preferably in higher education, and:

- Knowledge and understanding of legal and statutory issues related to HR administration;
- Senior level HR experience providing guidance to management in a complex organization which included identifying, designing and implementing programs related to strategic staffing, career development, performance management, and retention; and
- Experience that demonstrates considerable knowledge of staffing/recruitment, compensation, employee relations, performance management, rewards and recognition, organizational design, benefits administration, HRIS, and business process improvement.

Candidates possessing the best combination of the above requirements will be considered for an interview.

The position is open until filled. However, application review begins October 1, 2009. A successful criminal background check is required. To apply, submit a letter of intent, resume, and contact information for at least three references to the following address (indicate position FA013):

Kathy Worster
Vice President of Administration and Finance
c/o Human Resources
Longwood University
201 High Street
Farmville, VA 23909
Electronic submissions accepted: wilsoncd@longwood.edu