



Deputy Director of Human Resources

City of Greeley, Colorado

ABOUT GREELEY, CO

Established in 1870, Greeley became a Home Rule City in 1958 and operates as a Council-Manager form of government. The county seat of Weld County, Greeley lies 30 miles east of the front range of the majestic Rocky Mountains near the confluence of the Cache la Poudre and South Platte Rivers and 52 miles northeast of Denver.

Education, Commerce, and Community Excellence. Greeley thrives as the education, trade, transportation, cultural, and marketing center of Weld County. It's one of the top ten most prosperous and productive agricultural counties in the U.S. and leads the State of Colorado's in oil and gas production. With an estimated population of 108,000, the city covers an area of 46.4 square miles at an elevation of 4,658 feet. Greeley enjoys a rich cross-section of cultures and ethnicities with approximately 40% of the community identifying as Latinx and many other immigrant families from across the globe, offering a variety of marketplace and cultural experiences. Greeley is home to both the University of Northern Colorado (UNC), the third-largest university in Colorado, and Aims Community College. In addition to investments in education, there is a deep commitment to achieving community excellence by fostering economic opportunities, expanding educational partnerships, enhancing quality of life, cultivating a sense of belonging, promoting talent and workforce development, enhancing transportation and mobility systems, and providing sustainable infrastructure to serve Greeley's future.

Greeley is home to a diverse mix of industries - from food processing, agricultural innovation, health care, and energy to breweries, entertainment, hospitality, and destination shopping. Greeley boasts an eclectic and diverse economy and community character that is vibrant, dynamic, and rich with creative industries and individuals. The city is home to a mix of generations and corporate citizens who provide inspired leadership, community support, and skilled-labor jobs that pay competitive salaries.

Arts and Culture. Greeley offers some of the most diverse arts, music, and cultural events in the region and is one of the State's Certified Creative Districts. Performances produced by the UNC's nationally acclaimed College of Performing and Visual Arts, the Greeley Chorale and the Greeley Philharmonic Orchestra, one of the longest continually operating orchestras west of the Mississippi, are just a few examples of the superb cultural offerings of the community. The City's Cultural Affairs Division manages the 1700-seat Union Colony Civic Center, art shows, movies, performances, festival, farmers' market and the City's Public Art program. Greeley is also home to favorite community events such as the Greeley Stampede, Arts Picnic, Friday Fest, Monster Day, the Multi-cultural Festival, OktoBREWfest, and so much more.

Parks, Recreation and Mountain Access. With a plethora of parks and facilities encompassing over 650 acres, the recreational amenities in Greeley are endless. The city's golf courses, recreation centers, swimming pools, fields and courts, skate parks, playgrounds, fishing ponds, picnic areas, and open space create a community rich with options for sports and outdoor fun. Residents get to experience even more time outdoors on biking and hiking trails along the Cache la Poudre River and throughout the community. As the 'front porch to the Front Range,' Greeley's connection to the outdoors extends to the plains and mountains with easy access to diverse outdoor experiences from the Pawnee National Grassland on the east to Rocky Mountain National Park to the west and everything in between - all less than 50 miles away.



WHAT'S HAPPENING IN GREELEY?

Exciting things are happening in Greeley:

In recent years Greeley and the Weld County region have been nationally recognized in a number of ways:

- Second-fastest population growth in the United States (Weld County - 2017)
- 6th best place in the United States in 2019 for First Time Homebuyers by WalletHub
- 8th most dynamic metropolitan area in the United States by the Walton Family Foundation based on economic performance - specifically job growth, income gains, and the proportion of jobs demonstrating entrepreneurship.
- 8th on WalletHub's 2019 Best Small Town Real Estate Market Study

In just the last three years, the City has constructed three new and replacement fire stations and constructed a state of the art combined City Council Chambers, Municipal Court, and office building to better serve its elected and appointed officials, staff, and the public. Respectively, these infrastructure investments enhance the city's commitment to public safety and increase the city's ability to serve residents through convenient, flexible space and integrated technology while also increasing transparency and accessibility through hybrid broadcasting systems. Ongoing investment in the redevelopment of Downtown Greeley with major investments in public art, road & pedestrian infrastructure, stormwater mitigation, redevelopment incentives, and place-making enhancements are attracting investment and innovation. A new, upscale hotel and conference center recently opened downtown attracting new visitors, business meetings, and special events and over 200 new market rate apartments have been developed in the Downtown/University corridor, further increasing the appeal of this area. New restaurants, hospitality, and retail outlets are choosing to locate in every corner of the city.



THE ORGANIZATION

A Home Rule Municipality that is self-governed under the State of Colorado Constitution, Greeley operates under a Council-Manager form of government with seven elected officials on the Council, including the Mayor. Under this form of government, the City Council sets the policies for the operation of the Greeley government while the council-appointed City Manager has administrative responsibilities for city operations.

Following the 2020 retirement of a City Manager with 16 years of service in the position, the City Council recently appointed Raymond C. Lee III as City Manager. Mr. Lee brings his enthusiasm and vision to lead the city organization as it prepares and plans for significant population growth and development over the next ten years.

The City has a total 2022 budget of \$486.3 million and a staff of approximately 1,101.75 full-time equivalent positions.



THE DEPARTMENT

The Human Resources Department is responsible for providing key resources to 1,101.75 employees in 13 departments. The department enhances employee excellence by providing services and programs to support the well-being and success of City of Greeley employees, and provides support to the organization and employees in the areas of recruitment and selection, employee relations, training and development, health and wellness, as well as safety and risk management.

After the retirement of the long-standing Human Resources Director in July 2020, the Department has taken several steps to restructure itself into a high performing department that serves as a strategic partner to its customers and the organization. This has included the hiring of a new Director and Deputy Director, several new staff positions, the establishment of a new vision/values, and a departmental reorganization.

THE POSITION

The Deputy Director of Human Resources will have the opportunity to serve as key contributor in an organization that is transforming to serve as one of the fastest growing communities in the United States. The Deputy Director will serve as a partner and leader in pursuit of the City's vision of a city achieving community excellence and support the organization in realizing its values of Applied Wisdom, Excellence, Accountability, Stewardship, Principled Relationships and Integrity.

The Human Resources Deputy Director will play a key role in modeling leadership and strategic planning in the implementation of organizational development, department programs, functions and activities to ensure alignment with City goals. With the support of the Deputy Director, the Department will continue its transformation into one that serves as a strategic partner to the City Manager and departments to meet City and Council objectives as they relate to employees, culture, productivity and being an employer of choice. Under the leadership of the Director and Deputy Directors, the Human Resources Department is intended to support City departments in maximizing mission critical focuses through recruitment, retention, performance management, innovative solutions, total compensation, information systems, employee and bargaining-unit relations, and training and development.

The Human Resources Department has an adopted 2022 budget of \$23.54 million (of which \$18.14 million is associated with claims funds) and 18 full-time equivalent positions. The Human Resources Deputy Director receives day to day supervision and guidance from the Director and shares responsibility for the management of the Department's functional areas - Employee Relations, Talent Acquisition, Compliance, Benefits, and HRIS Coordination. The specific division of duties between the Director and the two Deputy positions would be determined with the hiring of the Deputy.

In 2017, Greeley won first place at the Tap Water Taste Test at American Water Works Association's Annual Conference and Exposition in Philadelphia, Pennsylvania





EXPERIENCE AND EDUCATION

Qualified candidates will have a Bachelor's degree from an accredited college or university with major coursework in Human Resources, Public Administration or a relevant field of study, and a minimum of four (4) years of progressively responsible professional experience in human resources is required of which at least two of the required years must have been in a supervisory or management capacity with a human resource focus. Preferred qualifications include a Master's degree in human resources management, public administration, or business administration; possessions of professional certification including but not limited to IPMA-CP, SPHR, PHR, SHRM-CP, SHRM-SCP, or Certified Benefit Specialist Designation certification.

THE IDEAL CANDIDATE

Greeley's ideal candidate is an established or up and coming leader in the human resources field who is innovative and forward thinking with a proven ability or passion to engage staff and shape the culture of an organization while integrating policy, best practice and employment law. The Human Resources Deputy Director should:

- have experience in benefits, pension, employee lifecycle support, employee recognition, and HRIS;
- bring a strong foundation in human resource core services and the ability to create a high-performance culture, and develop a solution-based, customer service focused department;
- promote the internal and external customer service expectations of the department and build strong relationships across the organization to achieve city-wide goals;
- be skilled in creating a positive atmosphere for employees in the organization and within the department, and set a superior example of competence, professionalism, energy, collaboration, innovation and work ethic to the organization and community;
- have a strong and established commitment and support for diversity, equity, and inclusion efforts in the workplace;
- model ethical behavior and a strong work ethic and ensure fair and equitable treatment of employees within the department and across the organization;
- be a persuasive, confident leader, with an ability to be firm and fair, with a clear understanding of complex employment issues;
- be a partner with members of other department leadership teams to help maximize the high performance of each department in service to the community;
- be a skilled professional with a heightened sense of emotional intelligence and an awareness of organizational and employee issues;
- be adaptable, flexible, and transparent, and understand the importance of using data in decision making;
- be open, approachable, instill trust, work collaboratively in a team environment; be action oriented; exercise good judgment; treat others with respect;
- model accountability and ownership and hold staff accountable;
- have the capacity and interest to be an effective mentor and leader for staff inspiring excellence; and
- be future-focused have the competency, capacity and desire to consider succession planning to the Department's leadership role.

SALARY

The City of Greeley is offering a competitive salary range between \$104,833 - \$157,250 and a comprehensive benefits package. Relocation assistance may also be available for the successful out-of-area candidate; remote/hybrid options may be available.

HOW TO APPLY

Interested applicants should forward a cover letter and resume to:

resumes@affionpublic.com
Reference: GREELEYDDHR22

Affion Public
PO Box 794
Hershey, PA 17033
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