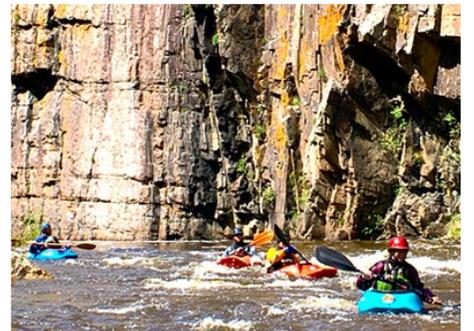




CHIEF HUMAN RESOURCES OFFICER



300 LaPorte Ave., Fort Collins, CO 80521



The Community

Fort Collins, home to Colorado State University, has a population of 158,300 within 56 square miles and is located at the northern edge of the picturesque Rocky Mountain Front Range. Fort Collins is consistently ranked among the top cities by national magazines and organizations for its great schools, low crime, good jobs in the high-tech field, and fantastic outdoor life. The community is highly educated with 79 percent more college graduates than the national average. In addition, the community's median family income is \$76,700 which is 20 percent greater than the national average. Fort Collins is sixty miles north of Denver and the Denver International Airport.

Economy

Fort Collins has a strong economy anchored by the Colorado State University (CSU) campus with nearly 27,500 students and 6,500 employees. Founded in 1870 as a land grant college, students from every state and 95 foreign countries attend CSU. Graduate and undergraduate degrees are offered in eight colleges, and CSU is known for major research advances in agriculture, engineering, veterinary sciences, technology, and water.

Major private sector employers in Fort Collins include Hewlett Packard (1,250 employees), Poudre Valley Hospital (3,000 employees), and Woodward, Inc. (1,300). Innovation occurs across industry sectors in Fort Collins. Craft brewer, bioscience, software, hardware, water innovation, and clean energy companies contribute ideas, inventions, and products that positively impact the local economy.

More than 200 patents are registered to researchers, scientists, and entrepreneurs in Fort Collins.

Known as the community's "crown jewel," Downtown Fort Collins has a large selection of eclectic, unique shops and restaurants. In the summer public plazas invite social gatherings and outdoor concerts. Old Town Square, a pedestrian only business district, is a vibrant hub of activity for all ages with outdoor patios and regularly scheduled entertainment.

Education

The Poudre School District (PSD) serves approximately 27,000 students and includes four high schools in Fort Collins and the surrounding area. In addition there are several charter schools in Fort Collins including Ridgeview Classical Schools which was rated among the top ten charter high schools in the nation (*U.S. News & World Report*, December 2008). For more information about PSD, please visit psdschools.org. Additional educational institutions in Fort Collins include Front Range Community College, the Institute of Business and Medical Careers, University of Phoenix, and Regis College.

Recreation

With 875 acres of developed park land including six community parks and 42 neighborhood/pocket parks, recreation opportunities abound in Fort Collins. The City also offers 40,000 acres of natural areas and more than 35 miles of recreational trails.

Accolades

- One of six "Places of Invention" featured in the Smithsonian's Lemelson Center for the Study of Invention and Innovation – 2015
- Peak Award, Rocky Mountain Performance Excellence, 2014
- America's Most Satisfied City, *Time* and the Gallup Organization, 2014
- 13th Best Place to Live, *Livability.com*, 2015



Government

Fort Collins was incorporated in 1873 and has operated under the council/manager form of government since 1939. The City Council consists of six district Councilmembers elected on a non-partisan basis for four-year terms and a Mayor elected at-large on a non-partisan basis for a two-year term. The Mayor Pro Tem is chosen from among the entire Council and serves a two-year term. The City has 27 Boards and Commissions that provide advice and recommendations to the City Council on issues such as affordable housing, art in public places, the environment, human relations, and the needs of senior citizens, youth, and women.

The City Council appoints a City Manager who is responsible for managing municipal operations that consist of a \$504 million calendar-year budget and 2,299 FTEs. The current City Manager has worked for the City for 17 years and was appointed City Manager in 2004. In addition to traditional municipal services, the City has an electric utility, a regional airport jointly owned by the City of Fort Collins and the City of Loveland, and the Fort Collins Museum of Discovery, which was created through a unique public/private partnership.

The Position

The Chief Human Resources Officer provides strategic leadership in developing and executing human resources strategy in support of the City's strategic direction and priorities. Provides overall leadership and guidance to HR operations, including talent acquisition and management, performance management, workforce and succession planning, learning and organizational development, benefits, compensation, wellness, and HR technology.

Essential Duties and Responsibilities

- Develops HR plans and strategies that support the City's strategic objectives.
- Functions as a strategic advisor to the executive team and senior management on key organizational and human capital issues.
- Evaluates the results of overall operations and aligns service levels and resources with the priorities and demands of the City organization. Develops and implements comprehensive Total Rewards strategy and programs; develops and communicates Employee Value Proposition.
- Provides leadership to ensure that all major HR systems, programs and processes are efficient and effective, and that policies remain in compliance with federal, state and local laws.
- Develops and implements competitive market-based compensation and benefits programs.
- Develops and implements comprehensive strategic recruitment and retention strategies to meet current and future needs of the City organization.
- Directs the preparation of the Human Resources biennial budget.
- Serves as City representative with media, in court proceedings, and with state or federal agencies for issues relating to personnel matters.
- Presents oral or written reports to City management and staff, City Council, other government officials and the public regarding human resources issues, policies and practices.
- Consults legal counsel to ensure that policies comply with federal and state law.
- Participates as lead HR representative in the Collective Bargaining process and serves as member of City negotiating team.

Knowledge, Skills and Abilities:

- Thorough knowledge of applicable Federal and State employment law and regulations.
- Advanced knowledge of practices and principles of human resources administration.
- Knowledge of principles of operations in a public sector environment.
- Working knowledge of principles of budget development and management.
- Ability to analyze various data and draw reasonable conclusions.
- Ability to communicate effectively, both orally and in writing.
- Ability to develop and present complex information in a clear, understandable manner to a variety of audiences.
- Ability to apply appropriate problem solving and mediation techniques to various issues.
- Ability to develop and maintain effective working relationships with City management, staff, City Council and other jurisdictions.
- Ability to use spreadsheet, database, word processing and presentation software.
- Must possess excellent interpersonal skills.

Education and Experience

Qualified candidates will have Bachelor's degree in Human Resources, Public Administration or related field from an accredited college or university; Master's degree is preferred. An equivalent combination of education and experience will be considered.

Candidates should have a minimum of five years of progressively responsible broad-based, human resources management experience in the public and/or private sector to include compensation and benefits, payroll/human resources information systems, and risk management/workers compensation. A minimum of two years supervisory and management level experience is required; municipal experience is desired.

Certifications

An IPMA-CP/CS or an SPHR/PHR certification or the ability to obtain within a reasonable period is desired.

The Ideal Candidate

The ideal candidate should have extensive experience in strategic planning, performance management, organizational development and policy/procedure implementation. The ideal candidate should be diplomatic and flexible, yet willing to assert his/her professional expertise to educate staff at all levels.

Effective communication along with strong collaboration and team building skills will be necessary for this individual to be successful. Experience working with public/private partnerships and college/universities will be beneficial.

The ideal candidate will be a proactive leader with the ability to anticipate problems, identify alternative courses of action, and provide recommendations. This individual should be skilled in creating a positive atmosphere for employees in the organization and within the HR Department. Excellent oral, written, presentation and listening skills is essential.

Salary

The City of Fort Collins is offering a competitive salary commensurate with experience and a comprehensive benefits package. Relocation assistance will also be available for a successful out of area candidate.

Residency Requirement

City Department Heads are required by City Charter to maintain a residence within five miles of the city limits during their tenure in office.

How to Apply

Applicants should forward a cover letter and resume to:

resumes@affionpublic.com

Reference: FCCHRO

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