

Class Concept

This is the management level of the classification series of State HR Consultants and typically reports to a State HR Division Director within OSHR. Positions in this classification supervise a team of professionals providing services in designated HR function such as recruitment and selection, training and development, classification and compensation, benefits, employee engagement and workforce planning, or salary administration.

Position typically supervises a team of State HR Consultants including hiring, training, job evaluations, performance evaluation, and plans and assigns work; partners with a State HR Division Director in the development, implementation and administration of statewide HR programs; initiates state HR rules and policies and monitors the adherence with such policies; provides expert advice and consultation to agency HR staff in the field of the designated program area and resolves agency issues in a manner which provides statewide consistency of practice; provides guidance and technical assistance to OSHR staff on designated statewide programs; undertakes special projects as assigned by a Statewide HR Division Director; within the delegated authority of a Statewide HR Division Director, makes decisions on HR functions and programs that have a statewide impact.

Recruitment Standards

Knowledge, Skills, and Abilities

- Considerable to thorough knowledge of methods, principles, concepts, resources for current HR trends, practices of human resources and government management; research methodology, program evaluation, organizational dynamics, structure, and development; workforce planning, program evaluation; of training methods and techniques, conflict resolution/mediation; business principles, process improvement.
- Ability to establish and maintain effective working relationships with others; to express ideas clearly and concisely; to exercise good judgment in analyzing situations and making decisions.

Minimum Education & Experience

Bachelor's degree, typically in Human Resources or related field from an appropriately accredited institution and 5 years of HR experience required, including 3 years in supervisory role; or equivalent combination of education and experience.