

SALEM AREA MASS TRANSIT DISTRICT

CHIEF HUMAN RESOURCES OFFICER (CHRO)



SALEM, OREGON

Salem is the second largest city and the capital of Oregon. Salem is conveniently located in the center of the Willamette Valley alongside the Willamette River, south of Portland and north of Eugene. The coast, mountains and central Oregon are all within a two-hour or less drive. The city is home to Willamette University, Corban University, and Chemeketa Community College. The State of Oregon is the largest public employer in the city, and Salem Health is the largest private employer.

From May through October the Salem Saturday Market, located north of the Capitol, exhibits an emphasis on local products including crafts, baked goods, produce, meat, and other items.

Cherriots is an integral part of the greater Salem-Keizer community and is committed to working collaboratively with all citizens and stakeholders. Engaging with the community and remaining

aware of the concerns and interests are important components of the Cherriots mission. Public transit is a significant opportunity to serve the community. This Service improves people's lives.



BACKGROUND

Since 1979, the Salem Area Mass Transit District (Cherriots), has effectively served the transit needs



of the greater Salem-Keizer areas connecting people to the places where they live, work, learn, shop, and recreate. As a municipal corporation, Cherriots provides fixed route, paratransit, regional, on-demand and Transportation Options. Cherriots buses provide transportation throughout Marion and Polk counties with connections to other counties and cities. The well-maintained Cherriots fleet of 64 buses runs on clean diesel or renewable natural gas. Each is ADA accessible with front-load bike racks. In addition to the 64 fixed-route buses, Cherriots operates 12 regional buses, 43 paratransit vehicles and 5 shop and ride vehicles. People depend on Cherriots to meet their transportation needs and expect a safe, friendly and reliable experience with every ride.

www.cherriots.org

CHIEF HUMAN RESOURCES OFFICER (CHRO)

CHERRIOTS is seeking a new human resources executive highly skilled in the most up-to-date programs and systems capable of achieving organizational excellence. This transformational groundbreaker and change agent must be ready to share examples of a demonstrated track record of delivering success utilizing the latest trends and best practices, while cultivating talent and positioning leaders for a continued legacy of success at Cherriots.

The new Chief Human Resources Officer (CHRO) oversees the Division in charge of “People Management” and ensures that Cherriots, an employer of choice, is a place where diverse, talented, creative and enthusiastic individuals can thrive and succeed. Reporting to the Deputy General Manager,

this position leads employee human resources, labor relations, organizational development, benefits and compensation, industrial safety and risk, and reception. Directs and coordinates the District’s EEO program and leads internal employee investigations. Also, ensures that the District is in compliance with all local, state and federal employment law compliance. The human resources and labor relations division provides HR services to approximately 246 employees, as well as applicants aspiring to join CHERRIOTS. The Division has a staff of five (5). The HR/LR’s operating budget is approximately \$930,000.

As the new HR executive you will be required to possess comprehensive knowledge, abilities and skills including:

- Public human resources and labor relations management principles, practices and strategies;
- State and federal employment benefits, and labor relations laws;
- Administrative and management practices including budgeting, purchasing and the maintenance of public records;
- Benefits design and administration
- Training and work force development;
- Risk management principles and practices.

And, the position functions essential to this role include:

- Ensure equitable treatment of staff with respect to pay, benefits, training and development, promotional opportunities, performance and compliance activities.
- Provide directors and managers with information and analytics to more effectively pursue workplace initiatives.
- Identify any impacts and opportunities that labor relations and human resources policies and programs have on District operations and its ability to deliver a world-class customer experience for all stakeholders.
- Lead strategic planning activities for labor relations and human resources programs; set objectives; implement programs, projects, systems and procedures for achieving intended outcomes; develop measures to determine achievement and effectiveness, including those that are part of Cherriots Strategic Plan.
- Serve as Chief Negotiator, as designated by the Deputy General Manager in labor contract negotiations. Collaborate with the executive leadership team to evaluate and determine bargaining objectives and priorities.
- Direct the labor relations program: coordinate collective bargaining process; develop and evaluate proposals for collective bargaining contract negotiations; participate in contract negotiations; direct administration of labor contract after agreement is reached; consult with fellow managers and union representatives to identify and resolve issues of mutual interest; provide counsel, training and technical assistance to supervisors and managers on labor relations and contract interpretation issues.
- Lead and manage human resources programs and activities related to talent acquisition, talent management, training and development, compensation and benefits, human resource information systems, performance planning,



succession planning, workplace investigations, and workplace compliance.

- Lead District strategies to maintain compensation and benefits program that allow the District to attract and retain talent while containing costs and managing long-term liabilities.
- Serve as a resource for all District Divisions to create processes and programs to improve overall employee performance and productivity in order to achieve organizational outcomes.
- Share in the management of the District's risk management programs and manage the District's safety and wellness programs.
- Prepare and manage Human Resources Division budget; assist in the development of the District-wide annual budget.
- Organize, train, supervise and evaluate Human Resources Division support staff.
- Provide assistance and support to Deputy General Manager, General Manager and Board of Directors as required.

IDEAL CANDIDATE

The Top Candidate for this new HR executive role will have a Bachelor's Degree supplemented with graduate level course work or training in human

resources management, labor relations, business administration, or public administration and eight (8) years of progressively responsible experience in human resources including labor relations, and at least five (5) years in management and / or a supervisory capacity OR any satisfactory equivalent combination of related experience and training which provides required knowledge, abilities, and skills. Senior Professional in Human Resources (SPHR) certification preferred.

This HR executive must be a self-starter and proactive; a forward thinking collaborative team player; possess a high degree of executive presence, including responsiveness, business focus, integrity, sound judgment and ability to prioritize effectively across competing demands and stakeholders. Should also have an engaging personality with an open-door policy; proficient in organizational development, and graced with a true sense of partnership.

APPLICATION PROCESS

Confidential Inquiries are welcome. For additional information and a position description, contact Daphne Le Blanc at 818.399.5787. If this position offers the unique opportunity you seek, submit your profile and a targeted letter of interest outlining what your experience brings to this role. Also, provide at least three (3) senior-level professional references directly to Transearch@aol.com by **September 30, 2021**. Cherriots will offer a competitive compensation package to the selected individual depending on their qualifications and experience. This position will remain open until it is filled.

CHERRIOTS is an Equal Opportunity Employer



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