

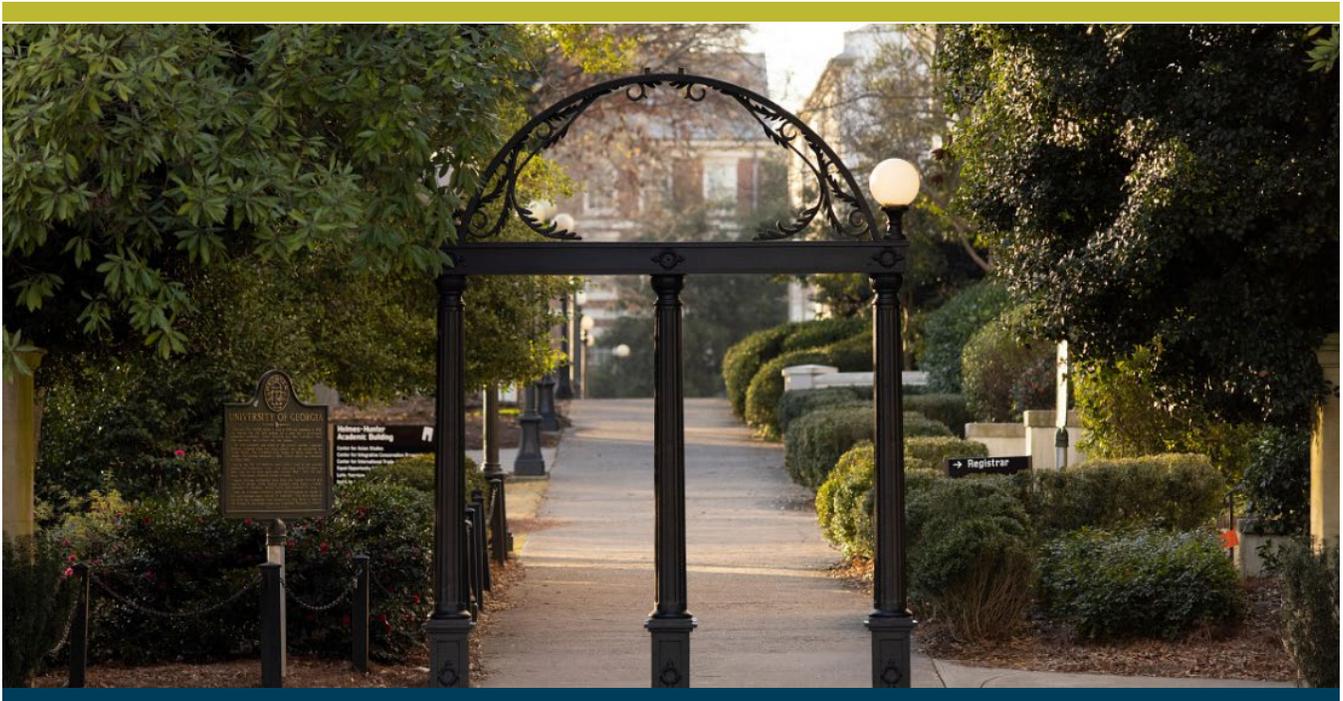


UNIVERSITY OF GEORGIA

Associate Vice President for Human Resources

Leadership Profile

May 2021



WittKieffer

Executive Summary

The University of Georgia (UGA) invites applications for the position of Associate Vice President for Human Resources (AVPHR). This position reports directly to the Vice President for Finance and Administration and provides leadership for the University's human resources programs and services. As the University's chief human resources officer, the Associate Vice President is responsible for leading campus human resources efforts in collaboration with vice presidents, deans, directors, department heads, faculty and staff. The central human resources organization includes 90 staff members who provide programs and services to approximately 11,600 faculty and staff and more than 5,800 retirees.

Finance & Administration

Finance & Administration (F&A) exists to provide exceptional service and stewardship of the University of Georgia's financial, human and physical resources. Over 3,000 individuals comprise F&A's mission-driven team focused on building and sustaining partnerships to help the University fulfill its teaching, research, service and student life missions. As a key provider of essential fiscal and operational support to the University, F&A's multiple units and dedicated professionals strive to be an excellent resource for answers, advice and assistance. Focusing on exceptional service and stewardship, F&A contributes to the ultimate success and achievements of students, faculty, staff and the entire University community. For more information, please see <https://fanda.uga.edu/>.

Human Resources

[UGA Human Resources](#) (HR) serves the University and its employees through strategic counsel, employee engagement and the efficient management of operations. As a resource to people, HR is engaged throughout the employee's lifetime at the University of Georgia. The HR team navigates sensitive situations and information, and assists in the resolution of complex work-related issues. Sharing expertise in all aspects of the employee work experience is the hallmark of the team.

Vision

HR is the source for elevating the University of Georgia's greatest resources – its people.

Mission

Through collaborative consultation, HR is committed to supporting a diverse, talented and thriving workforce to reach the goals of the University of Georgia: to teach, to serve and to inquire into the nature of things.

HR's Why

HR finds purpose in partnering with its workforce community to develop and sustain a culture dedicated to the success of the University of Georgia.

HR Transformation Project

The AVPHR will come to UGA at a time of transformation and will provide executive leadership support for implementation of a future-oriented and dynamic human resources structure. This ongoing initiative is designed to provide the University community with cutting-edge services and programs.

Over the past two years, UGA has worked in partnership with Segal Consulting – a nationally recognized higher education consulting firm with extensive experience leading assessment initiatives for a broad range of colleges and universities – to complete a comprehensive evaluation of HR operations and business processes. Hundreds of stakeholders across the institution were engaged to provide feedback to inform this assessment. The HR Transformation Project is built on the resulting report and recommendations from Segal Consulting and can be found on [the HR website](#).

Required Qualifications

- A bachelor's degree in an appropriate academic discipline.
- At least 10 years of progressive experience in human resources administration.
- Excellent interpersonal and communication skills and the ability to work collaboratively and effectively with all members of the University community.
- A history of responsible management and leadership experience.
- A record of fostering an inclusive culture, promoting equity and advancing diversity.

Preferred Qualifications

- Master's degree in an appropriate academic discipline.
- Relevant certifications, such as a PHR, SPHR, SHRM-CP, SHRM-SCP, CPLP, etc.
- Ten or more years of progressive higher education experience in human resource areas.
- Experience with enterprise human capital management, strategic system implementations and shared service models.

Specific Responsibilities

- Foster and enhance UGA's relationships, coordination and partnership with the University System of Georgia (USG) Office of Human Resources.
- Ensure that the University's human resources operations are performed in accordance with federal, state, University and Board of Regents policies and procedures. Demonstrate knowledge of laws, regulations and policies related to employment.
- Assist UGA's executive leadership in the planning, development and implementation of effective human resource policies that support the strategic priorities of the University.
- Provide leadership to serve all UGA departments as a trusted advisor able to support the future human resources needs of the institution.
- Work collaboratively with deans, senior faculty and administrators to promote effective communications and to understand and support the human resources needs of the University's academic, research and public outreach programs.
- Provide leadership as UGA continues to implement innovative strategies to recruit and retain a diverse workforce in an increasingly competitive market for talent.

- Engage the campus community to assess and improve services and reporting across all units. Develop, monitor and recommend process improvements that align with the University's strategic vision.
- Work collaboratively with partners across the university, including but not limited to: the Office of Faculty Affairs, Equal Opportunity Office, Office of Legal Affairs, and Office of Institutional Diversity.
- Work strategically and foster a collaborative atmosphere across the University.
 - Communicate effectively with university administrators, faculty, staff, government and private agencies.
 - Provide support to the University Council, Staff Council, and the UGA Retirees Association.
 - Consistently meet deadlines and demonstrate strong, interpersonal, organizational, team building and leadership skills.
 - Exhibit excellent oral and written communication skills.
- Provide leadership for the full life cycle of strategic systems (e.g., PeopleSoft Human Capital Management or equivalent ERP system) implementation and data stewardship.
- Identify, assess and champion opportunities for process automation and innovation.
- Provide leadership and support for HR staff to deliver effective and efficient operational support to schools, colleges and University units in carrying out the strategic vision of the University leadership.

The AVPHR at UGA is considered a [position of trust](#) and will be appointed as a [non-tenure track Administrative A faculty](#).

Procedure for Candidacy

The University of Georgia will be assisted by WittKieffer in this search. Initial review of applications will begin no later than July 26, 2021. Applications received by that date will be assured of full consideration. Candidates should provide, as three separate documents, a cover letter detailing how the applicant's credentials and experience meet the responsibilities and qualifications stated above; a current resume; and a statement describing the applicant's commitment to diversity, equity and inclusion. Applications should be submitted through WittKieffer's [candidate portal](#). Nominations and inquiries can be directed to UGA's consultants:

Lucy Leske, Ryan Crawford and Sarah Miller at
UGAAVPHR@wittkieffer.com

The University of Georgia is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, ethnicity, age, genetic information, disability, gender identity, sexual orientation or protected veteran status. As such, the University of Georgia is especially interested in candidates who can contribute to the diversity and excellence of the academic community. We not only strongly encourage women, minorities and other diverse candidates to consider applying for this position, but we also maintain that all candidates should share our commitment to diversity and inclusion.

Persons needing accommodations or assistance with the accessibility of materials related to this search are encouraged to contact Central HR (HRWeb@uga.edu). Please do not contact the department or search committee with such requests.