

**Position Title**

Director of People and Culture

**Position Summary**

Our client is a Manufacturing organization located in southern New Hampshire. The Director of People and Culture drives strategic initiatives, cultural growth, and employee development. This position also leads the company's recruiting, hiring, and onboarding strategy, and is responsible for leadership development and training programs throughout the company.

**Duties & Responsibilities**

Strategic and tactical partner in developing and implementing organizational vision and goals.

Builds a culture of ownership, learning, empowerment, trust, and psychological safety. Ensures that the culture remains aligned with organizational goals. Watches for cultural erosion and resolves it. Guides the company in a positive direction through organizational development, training, and making sure the right people are in the right seats.

Partners with Director of Operations on key operational and leadership initiatives, including building capacity, people development, and strategic operational changes

Organizes and leads the weekly company meeting

Leads training strategy for the company

Coaches and develops current and potential leaders

Identifies performance issues and organizational systems issues. Designs strategic interventions to resolve them

Solves complex organizational problems

Leads recruiting, hiring, and onboarding and related continuous improvement initiatives

Anticipates hiring needs based on organizational changes, capacity needs, and employee performance

Builds effective relationships with recruiting organizations to ensure they understand the company's technical and cultural needs

**Skills & Attributes**

Proven track record as an effective leader of cultural change

Proven track record as a coach, trainer, and facilitator

Ability to connect with people in a non-judgmental manner

Ability to role model giving direct feedback and having difficult conversations

Committed to working in a collaborative, team-based environment

Superior critical thinking and complex problem-solving abilities

Effective verbal and written communication skills

Skilled in organizational efficiency

Exhibits high emotional intelligence and self-awareness

Positive contributor to overall company culture

### **Experience & Education**

5+ years Microsoft Office including Word, Excel, and Access

5+ years experience as a human resources and organizational development leader

Coaching certification or the equivalent

Education and experience in effective change management and leadership development

Bachelors degree in psychology, human resources, social work, organizational development, or related field

*Interested applicants can email Dan Hill, [danh@willmott.com](mailto:danh@willmott.com) or visit Willmott's website at [www.willmott.com](http://www.willmott.com)*