



**Senior Director Strategic Human Resource Partner  
Georgia Institute of Technology Research Institute**

[Georgia Institute of Technology Research Institute](#) seeks a leader and a highly accomplished human resource executive who will provides unit-wide strategic direction and execution of Human Resources (HR) functions that align with the strategic and operational plan supporting the Institute's mission and vision. The Senior Director Strategic Human Resource Partner reports to Troy Littles, Chief Operating Officer, Georgia Tech Research Institute (GTRI), with a dotted line to Kellye Terrell, Executive Director, Georgia Tech Human Resources (GTHR).

**THE ORGANIZATION**

At GTRI, they develop advanced technology solutions and large-scale system prototypes to address the most difficult problems in national security, economic development, and the overall human condition.

The Georgia Tech Research Institute (GTRI) is the nonprofit, applied research organization of the [Georgia Institute of Technology](#) (Georgia Tech). Founded in 1934 as the Engineering Experiment Station, GTRI has grown to more than 2,900 employees supporting eight laboratories in over 20 locations around the country. In FY2023 GTRI had over \$941M of problem-solving research awards for government and industry.

Each day, GTRI's science and engineering expertise is used to turn ideas into workable solutions for their customers. They take the best ideas, often co-developed with our Georgia Tech academic partners, and turn them into systems applications that provide a significant technological advantage over other approaches.

GTRI's renowned researchers combine science, engineering, economics, policy and technical expertise to solve complex problems for the U.S. federal government, state and industry. They develop highly effective, practical solutions that they put into action. As a non-profit research institute, they are an objective partner who delivers workable solutions and manufacturable products. Their highly specialized laboratories and interdisciplinary research centers allow them to bring the right mix of talent, experience and creativity to every project.

**THE POSITION**

The Senior Director Strategic Human Resource Partner (Senior Director) is responsible for developing and executing human resource strategy in support of the overall business plan and strategic direction of the Institute. They are a key voice in ensuring that GTRI can achieve its goals through an excellent, diverse, and engaged workforce throughout the Institute.

The Senior Director oversees, directs, and leads the unit's HR function to provide strategic human resources support that enables the unit to reach its strategic goals. In addition, the Senior Director will

provide functional leadership for programs and technical initiatives implementing new tools in support of Institute-wide Human Resources mission, vision, and goals. This position collaborates with central units and relevant stakeholders on processes, systems, and files and is responsible for setting group and individual goals, assessing performance, providing feedback, and making pay recommendations.

The Senior Director provides strategic leadership by articulating HR needs and plans to the executive and senior leadership teams. In this function, they are a lynchpin for GTRI's long-term success. The Senior Director will be expected to lead the implementation of human capital management initiatives in the plan, including an evaluation of current organizational structure and processes.

The Senior Director will have oversight and responsibility for overseeing the human resources operations at the Institute and providing administrative support for over 2,900 employees – including 1,900 faculty, 540 staff, and 340 student employees.

Within the GTRI HR department, the Senior Director will be responsible for hiring, training, and mentoring employees, and implementing a vision for HR that aligns with and supports the Institute's mission and strategic vision. The Senior Director will serve as a strategic advisor to the executive/senior leadership of each unit regarding key organizational and management issues and will develop inclusive and equitable recruiting and retention plans to meet the human capital needs. They will ensure GTRI has comprehensive compensation and benefits plans that are competitive and cost-effective as well as best-in-class services in succession planning, recruitment, retention, talent management, change management, organizational and performance management, and training and development.

In addition to improving efficiencies and service to the community, the Senior Director will manage risk and will oversee employee related policies and practices with a keen understanding of regulatory requirements in the human resources area and excellent analytical and communication skills. The position will also require experience with labor relations including employee dispute resolution.

Key areas of responsibilities include:

- In collaboration with GTHR, develops, recommends, and implements immediate and long-term strategies pertaining to human resources. Build and lead a high performing, strategically aligned and business-focused team.
- Work with unit executive leadership team members in support of Institute strategies. Partner and consult with leadership to integrate human resource best practices into business strategies to ensure a robust, holistic human resources plan is in place that aligns with the Institute's strategic plan.
- Develop department goals that align with strategic objectives. Develop and apply models to identify competency gaps and implement strategies to address gaps.
- Provide effective financial stewardship by planning, developing, and controlling the unit budget. Develop HR metrics, create reports and conduct data analysis to identify trends and make recommendations for respective units. Partners with unit and Institute financial leaders appropriately.
- Serve as the primary HR point of contact regarding HR policy, procedures, and compliance. Interpret and promote consistent application of GT and the University System of Georgia (USG) policies and procedures. Ensure implementation of HR initiatives and strategies as directed by GTHR.

- Serve as an advocate for employees by listening and becoming aware of employee needs and concerns, sharing this information with Institute leadership, researching best practices, and offering options for leaders to consider in addressing employee needs and concerns.
- Oversee HR compliance and procedures for full-time and part-time faculty and staff recruitment, hiring, and retention in collaboration with appropriate central units and stakeholders.
- Oversee and direct the research faculty promotion processes within unit, ensuring compliance with GT and University System of Georgia (USG) policies.
- Maintain high level of expertise regarding Human Resources best practices through self-directed professional reading, developing professional contacts with colleagues, attending professional development courses, and attending training and/or courses.

### **QUALIFICATIONS AND COMPETENCIES**

Georgia Tech Research Institute seeks a dynamic and visionary candidate who will have significant experience as a leader in Human Resources with a proven capacity to provide thoughtful, inclusive guidance as well as the energy and enthusiasm to help the Institute achieve critical goals.

To be effective, the Senior Director must work well in a highly consultative environment within a culture of transparency and proactivity. They will be a confident, optimistic, high-energy leader, a superb communicator, and an innovative thinker who focuses on both broad possibilities and opportunities as well as tangible results. Also, the Senior Director will understand and respect shared governance and be an advocate for an environment that encourages teamwork, student success, inclusive decision-making, and a sense of community across the Institute and the University.

Alongside these core competencies and behaviors, success in this executive-level position requires:

- A Bachelor's degree in Human Resources, Business Administration or related field or equivalent combination of education and experience is required
- Ten or more years of job-related experience - with at least five years of managing activities directly related to HR Business Partners, Employee Relations, or Talent Management. Professional experience in Organizational Psychology, Industrial Relations, or Human Resources
- Leadership skills with the ability to positively lead change, to set challenging and attainable goals, work with and inspire others to high levels of creative performance, and to leverage ideas into action; able to lead and navigate as the Institute grows
- Strong influence and relationship skills, able to command respect and earn the trust of individuals within and outside the Institute
- Collaborative and team-oriented leadership style; good judgment in recognizing talent and assessing where improvements are needed; the ability to make connections and build synergies; an open and creative approach to problem-solving and a willingness to address issues without territoriality; the ability to understand and enable diverse viewpoints and inspire stakeholders
- Ability to manage and maintain effective working relationships with diverse populations within a complex organization
- Ability to perform and effectively make important decisions under pressure
- Ability to leverage data from a range of sources to identify strengths, diagnose problems, and leverage opportunities

- Agile and nimble leader, comfortable working in high-stress, and fast-paced environments with quickly evolving deadlines and deliverables
- Ability to proactively engage and share information with unit leadership, Institute leadership, and relevant stakeholders to ensure alignment and timely updates
- Ability to move a group with a unified vision and common objective, and in a common direction
- Ability to work effectively on multiple assignments concurrently
- Ability to recognize, handle, and protect sensitive/confidential information
- Ability to relate to a diverse group
- Demonstrated experience in multiple practice areas of HR such as strategic business partner, performance management, recruitment, talent management, employee engagement and retention, and strategic workforce planning
- Advanced knowledge of Higher Education, Higher Education HR, and Title IX and of HR and Faculty Affairs related principles and methodologies
- Working knowledge of HRIS such as PeopleSoft HRMS and Workday
- Knowledge of federal and state laws, University policy, and regulations related to Human Resources
- Demonstrated success in building partnerships/networks and enhancing ongoing relationships with clients/ customers stretching across multiple units
- Strong collaborator with proven ability to build consensus and partner cross-functionally with teams and stakeholders with competing priorities
- Demonstrated ability to manage others and prioritize work under rapidly changing conditions
- Strong leader with a proven track record of building and growing high-performing HR teams
- Complex problem-solving skills, flexible and good decision-making ability
- Strong oral communication, listening, and writing skills
- Collaborative leader and team player

#### PREFERRED QUALIFICATIONS

- Master's Degree or first Professional Degree
- Professional in Human Resources (PHR) certification
- Senior Professional in Human Resources (SPHR) certification

#### **APPLICATION INFORMATION**

Georgia Tech has engaged [Opus Partners](#) to support the recruitment of this position. Katie Dean, Associate Partner, and Marisea Rivera, Senior Associate, are leading the search. Confidential inquiries, applications, and nominations should be submitted by email to [marisea.rivera@opuspartners.net](mailto:marisea.rivera@opuspartners.net). All possible discretion will be exercised to maintain the privacy of applicants through the search process.

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