

ORGANIZATION: Her Justice
POSITION: Director of Talent and Culture
REPORTS TO: Executive Director
LOCATION: 100 Broadway, 10th floor, New York, NY 10005
WEBSITE: www.herjustice.org
TO APPLY: Please send resume and cover letter to HJDTC@pbrsearch.com.

BACKGROUND

Her Justice is a nonprofit organization that stands with women living in poverty in New York City by recruiting and mentoring volunteer lawyers to provide free legal help to address individual and systemic legal barriers. Founded in 1993, the organization and its volunteer legal professionals have given women access to justice, with life-altering outcomes for the more than 3,500 women Her Justice assists every day.

Two out of every five women Her Justice serves cannot access the legal system without an interpreter; 80% of clients are survivors of intimate partner violence; 90% of clients are women of color (over half are Latinx); and 73% of clients are mothers.

POSITION

The newly created position of Director of Talent and Culture will be a member of the senior leadership team and work with the team to set a strategic vision and priorities for all talent work, ensuring the organization has an eye on what it will need in the coming 3 – 5 years, and what it will take to get there. The Director will work with the ED, the senior leadership team, and staff to establish the department and define roles and responsibilities within it. In addition, they will participate at the executive level in decisions about overall strategic agency priorities and planning, ensuring that talent management is fully integrated into planning, and that equity and inclusion is woven into all talent-related activities. The ideal candidate will have a strong grounding in supporting employees to grow and support one another in the workplace; a discerning eye for talent; a deep commitment to racial equity and inclusion; an ability to balance a bird's-eye strategic view of the organization with a commitment to short- and medium-term outcomes and processes; and have an inclusive and collaborative approach. Major responsibilities include:

Talent Strategy, Leadership, and Management

- Serve as a member of the executive team at Her Justice, reporting directly to the executive director, and serve as a key thought partner in the development and execution of organizational priorities, including strategic planning, infrastructure planning, staffing, and budgeting.
- Serve as the talent and culture expert and thought leader, providing that perspective on staff and with senior leadership.
- Identify and implement strategies for building and maintaining an inclusive, diverse office culture across departments that is in line with the organization's core values of justice, community, integrity, empathy, and respect.
- Maintain knowledge on current and emerging DEI best practices, collaborate with senior leadership to incorporate best practices into daily operations, and assess their impact.
- Ensure that equity and inclusion are woven into all talent-related activities.
- Create and/or maintain and oversee development of systems and structures that onboard, train, support, and provide talent development opportunities for the organization's diverse array of superstar employees.
- Develop and support all managers to know how to champion their team members.
- Establish the department, define roles and responsibilities, and supervise, set goals with, and review the performance of any and all direct reports.
- Serve as primary liaison with agency's PEO, including periodic assessment of whether they are the right company for the organization.

Recruitment and Hiring

- Actively promote the organization as a great place to work, building Her Justice’s “employer brand” with potential hires.
- Increase the success rate of new hires by creating and/or maintaining systems and structures that deeply assess likely performance for new hires; ensure “must haves” and “nice to haves” that are accurate and effectively and equitably assessed in hiring processes.
- Continuously build and manage a diverse pool of candidates for current and future potential positions, while liaising with departments to identify possible new hiring opportunities.

Talent Development

- Develop orientation and new staff training practices that set all staff up for success.
- Ensure annual staff development and review processes are in place and implemented for all employees.
- Ensure equitable implementation of staff development opportunities.
- Research and review technology solutions to support talent initiatives.
- Deeply appreciate the connection between culture and talent acquisition and retention.

QUALIFICATIONS

- Ten-plus-year proven track record of success in high-level Human Resources, Talent, or similar role at one or more medium-sized nonprofit(s)
- A deep commitment to racial equity and inclusion, and experience integrating those priorities through the talent and culture management of an organization
- Experience organizing and delivering onboarding and training programs
- Excellent leadership, communication, and collaboration skills, particularly across difference
- Ability to coach and manage individuals and teams
- Capacity to manage multiple projects simultaneously, and be diligent with appropriate follow-up and follow-through
- Committed to working for social justice, especially with a focus on women and/or poverty
- Resourceful and creative problem-solver, and strategic risk-taker

COMPENSATION

- Minimum \$140K annually.
- Benefits include medical insurance, 401(k) plan, and liberal vacation policy.

Since our founding in 1993, the ability of Her Justice to succeed in transforming the lives of thousands of women facing legal challenges has, in large part, been due to our philosophy of hard work from many dedicated employees and volunteers. Her Justice is committed to fostering and preserving an open and friendly working environment that is conducive to positive growth and development; and to respect human dignity, encourage a collegial atmosphere, and provide a generally enjoyable place to work. Her Justice is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, sex, gender, gender identity, creed, color, citizenship, marital status, partnership status, age, national origin, disability, veteran status, sexual orientation, public assistance status, domestic violence or sex offense victim status, genetic information, pregnancy (and recovery from childbirth and related medical conditions), unemployment status, arrest or conviction record (as provided for by applicable law), or any other class or status protected by law.