



**\*\*\*POSITION LOCATED IN NEW ORLEANS, LA\*\*\***

**Position:** Director of Human Resources  
**Organization:** SBP, Inc.  
**Reports to:** CFO

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### **About SBP**

SBP, Inc. (formerly, St. Bernard Project) is an award-winning, innovative nonprofit organization that shrinks the time between disaster and recovery. A leader in volunteer-driven, post-disaster rebuilding; SBP educates, advocates and improves the disaster recovery sector so that we can collectively achieve more for communities. With a team of 50 staff and 180 AmeriCorps members, SBP has rebuilt more than 1,170 homes across 7 states and shared best practices with many more.

SBP's vision is to embrace constant improvement, community-wide collaboration, and clear benchmarks to reduce human suffering caused by the tolls of delay in recovery. By pairing resilience training with recovery operations, we strive to reduce the need for our rebuilding services over time by increasing preparedness among vulnerable communities.

SBP encourages individuals that are hungry for change and eager to innovate to join our team so that we can change the future of disaster recovery together.

### **Overview**

The Director of Human Resources role is a unique opportunity for an individual interested in driving the development of a high-performing culture for a rapidly expanding, national nonprofit. The Director of Human Resources will ensure that SBP invests in our best assets - our people - and embraces constant improvement and innovation to recruit, onboard, train, develop, and support our team. The Director of Human Resources will be a member of the Senior Leadership team and work within this team to make strategic decisions that result in the success of Human Resources functions, the AmeriCorps Program, and the continued growth of the organization.

The Director of Human Resources works with the AmeriCorps Director and Executive Directors at operating sites in other states to deliver strategies to achieve SBP objectives.

### **Responsibilities**

#### Culture:

- Serves as the champion in developing a culture focused on mission, leadership, accountability, innovation, results, and kindness across our network of operating sites.
- Contributes to the team by working effectively with individuals of diverse backgrounds.

#### Recruitment & Talent Development:

- Develops, implements and constantly improves upon a recruitment strategy that positions SBP to meet all hiring goals and timelines.
- Manages and analyzes interview processes to ensure the selection of high quality candidates.
- Oversees competitive compensation and benefits programs that provide motivation, incentive and rewards for achieving results; continually assesses the competitiveness and execution of these programs.
- Develops comprehensive, culturally-rich new hire onboarding and training practices to ensure new hires succeed in SBP's workplace and within their role.
- Leads a responsive talent development program that fosters a high-performing team and develops individuals for higher level positions.
- Develops a pipeline of internal and external talent to position SBP for continued growth and success.

#### Optimization & Strategic Planning:

- Collaborates with Senior Leadership team on the strategy to achieve the organization's goals and objectives relating to Human Resources.
- Leads organizational design strategy and manages organizational change in partnership with the Senior Leadership team.

### Compliance & Benefits Administration:

- Ensures compliance with all federal, state and local labor, employment and benefits rules and regulations.
- Acts as primary point of contact for all employment-related legal matters, investigations or grievances; reporting to the CEO as appropriate.
- Automates and optimizes systems, process and workflows for payroll, benefits administration and employee administration.

### **Requirements**

- A Bachelor's degree is required; a Master's degree is preferred.
- 7+ years of professional human resources experience.
- PHR or SPHR certification is preferred.
- Must possess a high degree of emotional intelligence.
- Must have experience managing, coaching and mentoring.
- Must believe in an organization focused on a culture of high-performance, meritocracy, collaboration, results, and transparency.
- Must have demonstrated proficiency with applicable laws/regulations and management theories, including policy/procedure development.

### **Salary**

Salary is commensurate with experience. Company provides a full benefits package including paid time off, employer-paid medical coverage and a 401(k) plan with company match.

### **To Apply**

Please email your resume, cover letter, and 3 professional references to [hrdirector@sbpusa.org](mailto:hrdirector@sbpusa.org). As an organization operating in multiple states and with clients from all backgrounds, we highly encourage diverse applicants to apply.

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*SBP is an equal opportunity employer and adheres to all applicable city, state, and federal laws regarding equal employment opportunity and hiring practices.*

*All qualified applicants will receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity.*

*It is the policy of SBP not to discriminate against any individual, person, or group on the basis of disability and the intent of SBP to address any complaints that may arise pursuant to Section 504.*