

HR Senior Consultant, Learning and Development

Position Summary

The HR Sr. Consultant, L&D position is a vital role designed to provide best in class Talent Management services to support the University of Virginia. This Sr. Consultant-level position is responsible for designing and facilitating a variety of Learning & Development activities focused on Health System and the Academic/Administration Divisions. This position will also develop competency models (Technical and University-wide) as the foundation for professional and clinical development. The incumbent will report to the HR Manager, L&D/Organizational Development and will not have direct reports.

Responsibilities and Duties

- Ensure ongoing sharing and alignment in thinking and resources with team of Organizational Development Consultants; as requested, develop and support learning and development programs customized for the respective area(s)
- Partner with Organizational Development Consultants to incorporate elements of the coaching program into curricula design
- Ensure that University-wide competency model provides value to all functional areas
- Evaluate effectiveness of L&D programs and revise as required
- Partner with Talent Planning to develop an integrated L&D strategy based on needs assessment conducted by HR Consultant, L&D
- Partner with Instructional Designers to design blended curriculums for L&D programs aligned with organizational priorities and competencies
- Collaborate with HRBP and R&R to develop post-engagement survey strategies
- Develop an integrated L&D strategy to address different job families and populations

Functional Area Outcomes

- Improve employee engagement
- Increase retention of high potential employees
- Enhance operational outcomes and behaviors through developmental offerings
- Simplify access and reporting for learning activities

Knowledge, Skills, and Abilities

- Display proficiency in all of the duties at HR Consultant, L&D level and perform any of these functions as needed; stay abreast of advances in learning technologies, tools, and delivery programs
- Display sound knowledge of HR functions and practices, with a specific focus on Learning & Development; synthesize information, provide advice, and address needs independently; display advanced knowledge of institution history and practices within this subject matter area
- Demonstrate an advanced knowledge of federal, state, local and University policies and regulations; conduct activities and make decisions according to ethical standards; analyze and present information and maintain accurate and detailed records

- Navigate University databases and systems and collaborate with technology professionals
- Demonstrate excellent oral and written communication in daily interactions; clearly articulate specific information with a specific focus on Learning & Development; advise other professionals on policy and procedures
- Work independently and as part of a team; complete tasks without immediate supervision; work with senior leaders to accomplish goals; display ability to lead, train, and functionally supervise; mentor junior professionals
- Exemplify the University's educational mission, strategic aims, and programs

Required and Preferred Qualifications

Required Experience: 4 years of relevant experience

Required Education: Bachelor's degree

Preferred Education: Master's degree

Preferred Certifications: PHR, SHRM-CP, SHRM-SCP, SPHR, or an equivalent professional qualification