

HR Manager, Learning & Development/ Organizational Development

Position Summary

The HR Manager, Learning & Development / Organizational Development (L&D/OD) position is a strategic role designed to manage best in class Talent Management services to support the University of Virginia. This Manager-level position is responsible for leading and overseeing all strategic initiatives across the L&D/OD team. This position oversees a team of HR professionals responsible for preparing, producing, and delivering workforce and training needs for its customers. Successful execution of this position will include effective delivery of programs, policies, trainings, and efforts aligned to the broader vision and objectives of the University of Virginia. The incumbent will report to the Director, HR Talent Management and lead a team of L&D, Organizational Development, and technical training professionals.

Responsibilities and Duties

- Set overarching L&D/OD strategy; develop Talent Management strategies with respective teams and ensure alignment with key stakeholders (i.e., HR leaders, HRBPs, and other COE leaders)
- Create programs, initiatives and processes within respective functional areas to drive standardization of Talent Management across entities for similar populations, with considerations for differences where necessary
- Provide oversight and accountability for a team of HR professionals focused on all aspects of L&D, Workday and technical training, as well as a team of organizational development professionals, to ensure value add, quality programs and execution
- Ensure alignment of L&D/OD functional area strategies to overall organizational goals and TM objectives; evaluates ROI within each functional area; manage continuous improvement activities
- Following each Workday tenant release, provide guidance to the HR Supervisor, Workday/Technical Training regarding necessary technical training updates
- Approve functional area budget and allocate resources appropriately
- Hold touch-point meetings with direct reports to review performance, budget needs, and address new topics; offer counsel and request corrective action as required; intervene, if necessary, to drive improvements
- Ensure, as required, necessary coordination and collaboration with other University stakeholders, COE functions and customers
- Represent Talent Management programs, specifically L&D/OD, and share ROI with senior leadership, as required; communicate L&D/OD strategies to broader stakeholders, as required
- Ensure compliance with policy, regulatory bodies, and accrediting agencies (e.g. Joint Commission, State of VA, Provost, etc.); stay abreast of industry trends and best practices

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
- Differentiate and improve individual performance

- Support talent readiness and career mobility
- Recognize employee contributions to UVA
- Increase percentage of jobs with defined career paths
- Elevate access and understanding of workforce analytics to foster effective decision making

Knowledge, Skills and Abilities

- Display extensive knowledge and mastery of the specific HR disciplines of Learning & Development and Organizational Development; synthesize information, provide advice, and address needs independently
- Design, manage, and implement HR programs to fulfill state and federal policies and regulations; conduct activities and make decisions according to ethical standards
- Plan and/or direct the implementation and modification of technological efforts; collect, analyze, and interpret data to prepare policies and plans for senior University leaders
- Demonstrate masterful oral and written communication in management guidance, policy documentation, and education efforts; clearly articulate specific, complex ideas to a general audience, in multiple forums; collect, analyze, and interpret information for senior University leaders
- Demonstrate experience building, leading, motivating, and assessing teams; hold employees accountable for individual results and drive functional area effectiveness of their respective programs.
- Exemplify the University's educational mission, strategic aims, and programs

Required and Preferred Qualifications

Required Experience: 5 years of relevant experience

Preferred Experience: 7 years of progressive human resources experience

Required Education: Bachelor's degree

Preferred Education: Master's degree

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