



COMMUNITY COLLEGE
OF RHODE ISLAND

Office of Human Resources

POSITION DESCRIPTION

POSITION: Associate Director, Employee Engagement and Organizational Effectiveness

LOCATION: Institutional Equity & Human Resources

REPORTS TO: Associate Vice President, Institutional Equity & Human Resources

SALARY: BOE 14

SUPERVISES: Professional and clerical staff and student employees

ABOUT CCRI:

The Community College of Rhode Island is the state's only public comprehensive associate degree and certificate-granting institution. We provide affordable open access to higher education at locations throughout Rhode Island. Our primary mission is to offer recent high school graduates and adult learners the opportunity to acquire the knowledge and skills necessary for intellectual, professional and personal growth through an array of academic, career and lifelong learning programs.

At CCRI, we are committed to building an inclusive and diverse campus community. We strive to hire and retain culturally competent faculty and staff members who reflect the demographics of our state and our increasingly diverse student population.

We believe that our diversity is our strength. We celebrate, support and thrive on the diverse experiences, backgrounds, and perspectives that are represented across our four campuses.

We are OneCCRI, working together to prepare learners to achieve their highest potential.

To learn about what employees value at CCRI and what it means to work here, please read about our Guiding Principles and watch videos of our employees doing what they do best:

<https://www.ccri.edu/equity/culture/guidingprinciples.html>

Job responsibilities:

- Develop a focused strategic plan to recruit, hire, and retain, talented and diverse employees; design and implement related processes, systems, and tools.
- Identify and establish recruitment networks to identify diverse candidates; provide guidance in targeted outreach.

- Working collaboratively with other stakeholders, develop and implement innovative, creative, high-impact people management and learning strategies that promote positive employee engagement and performance
- Lead work on college's institutional culture and organizational effectiveness; partner with stakeholders to create programs, tools, systems, communication plans, and experiences (including, but not limited to, the structural components such as strategic planning, governance, and employee programs) that engage our employees at all levels and inspire a positive, engaged, inclusive, adaptive, and accountable culture that aligns with the college's mission.
- Design, implement, and facilitate employee programs; regularly assess and evaluate talent acquisition technology, tools, networks, organizations, programs, and processes..
- Provide research, analysis, consultation and recommendations for continuous improvement and organizational effectiveness
- Demonstrate a commitment to a diverse and inclusive working and educational environment and to the philosophy and mission of a community college.
- Work collaboratively, listen effectively, and build rapport with diverse constituencies.
- Other duties as assigned.

Preferred experience and skills:

- Experience working in a unionized environment
- Experience with external vendors for training, coaching, or other learning supports

Educational and professional requirements:

- Bachelor's degree
- MBA or Master's degree in field related to Organizational Development, Psychology, Leadership or Human Resources
- Experience building programs and initiatives to support effective workforces and a diverse and inclusive environment, including leadership development, employee learning and development, and engagement programs
- Excellent written and verbal communication skills, including significant facilitation and training skills and experience.
- 3+ years' experience working collaboratively with diverse stakeholders in program development, organizational development, talent management and employee development

CCRI is an Equal Opportunity / Affirmative Action Employer.

We recognize that diversity and inclusivity are essential to creating a dynamic, positive and high-performing educational and work environment. We welcome applicants who can contribute to the College's commitment to excellence created by diversity and inclusivity.

CCRI prohibits discrimination, including harassment and retaliation, on the basis of race, color, national or ethnic origin, gender, gender identity or expression, religion, disability, age, sexual orientation, genetic information, marital status, citizenship status or status as a protected veteran. Inquiries or complaints concerning discrimination shall be referred to the College's Title IX Coordinator at: TitleIXCoordinator@ccri.edu.

The Jeanne Clery Act requires institutions of higher education to disclose campus policy statements and crime statistics. Our annual report is available here:
<https://ccri.edu/campuspolice/pdfs/ASR-Final-92019.pdf>

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Knight Campus

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