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## Job Description

### Director of Organizational Development - (2201982)

#### Description

This position acts as trusted liaison and advisor to the leadership team and facilitates initiatives across the Company. Working collaboratively with Senior Leaders, this position facilitates professional and leadership development programming for the organization and continuous learning of employees, management and emerging leaders,. This position works with CMC leaders, community-based organizations, and colleges and universities to develop cohesive, collaborative strategies to implement

workforce development programs that address workforce shortages and increase internal career mobility.

## **Qualifications**

### **Education:**

- Minimum: Bachelor's degree in human resources management, organizational development, applied behavioral sciences, business administration or related field.
- Preferred: Master's degree in human resources management, organizational development, applied behavioral sciences, business administration or related field.

### **Experience:**

- Experience working in nonprofit organizations and particularly in Healthcare a plus.
- Minimum of 7-10 years of experience in Organizational Development program design to include assessment, design, execution and measurement. Program designs including leadership development, frontline staff development, assessment / feedback instruments, (e.g. DISC, MBTI, 360 assessments etc.)
- Experience coaching managers and skilled professionals.
- Experience collaborating with subject matter experts and external vendors across multiple disciplines to build and deliver innovative solutions. Ability to evaluate and research training options and alternatives.

- Coaches, supports and leads employee development specialist in their role to support the organization in their areas of expertise. Excellent verbal and written communication skills to include presentations and program facilitation.
- Adept with a variety of multimedia training platforms and methods. Proficient with Microsoft Office Suite, Google apps or related software.
- Excellent leadership skills. Demonstrated success in managing and implementing programs and projects. Proven organizational and problem solving skills
- Proven ability to facilitate track record of facilitating successful hands-on and virtual learning and development programs experiences. Strong supervisory skills for internal team management
- Team player with the ability to collaborate
- Demonstrated flexibility and adaptability

**Preferred Certifications or Experience:**

- Certified Professional Coach or other related credential
- Certification in Wiley Everything DiSC, MBTI, or other psychometric measurement tools. Vital Smarts certified instructor/trainer in Crucial Conversations, Influencer or Crucial Accountability
- Have completed a master trainer or facilitator program or other related qualification
- Familiarity with federal and state workforce funding streams and previous experience in writing white papers or grants in this subject area to support WFD efforts

**Primary Location:** US-NH-Manchester

**Job:** Management

**Schedule:** Full-time

**Shift:** Day

**Employee Status:** Regular

**Job Type:** Standard

**Job Level:** Director

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