



LOUISIANA STATE UNIVERSITY

ASSOCIATE VICE PRESIDENT FOR HUMAN RESOURCES & CHIEF HUMAN RESOURCES OFFICER
POSITION PROFILE

Louisiana State University (LSU) invites nominations and applications for an exceptional leader to serve as its next Associate Vice President for Human Resources and Chief Human Resources Officer (CHRO). The CHRO plays a critical role in attracting, retaining, developing, and serving the employees on the University's flagship campus in Baton Rouge and across the LSU System.

The Chief Human Resources Officer

The CHRO is responsible for directing all of the people functions of the organization in accordance with federal laws, state laws, and the policies and practices of LSU. This individual will also be responsible for strategic human resource planning and provides strategic and transformational leadership in the planning, development, and implementation of quality-based, integrated human resource programs and services, including but not limited to:

- Appointments;
- Classification;
- Administration, faculty, and staff recruitment;
- Benefits administration, including work with the University's self-insured health plan – [LSU First](#) – and its [retirement offerings](#);
- Leave;
- Compensation;
- Personnel records maintenance;
- Employee relations;
- Organizational development; and
- Training and development.

The Office of Human Resource Management is comprised of a staff of more than 40 individuals, including two Assistant Vice Presidents who report directly to the CHRO. This team supports human resource related activities on the University's Flagship campus in Baton Rouge and the University's two-year institution – LSU Eunice. The CHRO also works closely with the chief executive officers and human resources teams at [the other institutions across the LSU System](#). This includes collaborating on shared benefits and services, including the administrative system for financial, payroll, and human resources processes (Workday) [that was implemented in 2016](#). In addition to the complexities of work across the System, the University's workforce continues to become more geographically diverse as online programs continue to expand.

The CHRO reports directly to the Executive Vice President for Finance and Administration & CFO and serves as a critical member of the University's senior leadership team.

Major duties and tasks of the CHRO include, but are not limited to:

- Providing strategic leadership in the planning, development, and implementation of quality-based, integrated human resource programs and services across a complex university system;
- Collaborating with the President, the President's cabinet, and constituents at all levels of the institution to translate the goals and initiatives of the University into human resource strategic and operational plans;
- Building, motivating, and retaining a strong, results-oriented, and respected team within the Office of Human Resource Management department that is proactive, operationally excellent, and viewed by the University to be collaborative, supportive, efficient, and innovative;
- Providing benefits administration for all LSU campuses, including the management of a self-insured health plan (LSU First);
- Providing transformational leadership with a focus on building a customer service-oriented HR infrastructure that best serves the needs of a wide variety of university constituents;
- Providing strategic consultation and guidance to all levels of administration, faculty, and staff concerning human resource matters with a high degree of confidentiality, integrity, ethics, initiative, and sound judgment;
- Developing programs to allow the organization to support and promote diversity in our employees;
- Ensuring compliance with COBRA, FLSA, ADA, FMLA, ERISA, immigration laws, and all other applicable federal, state, and local regulations governing employment;
- Developing human resource planning models to identify competency, knowledge, and talent gaps and develop specific programs to fill the identified gaps;
- Developing appropriate policies and programs for effective management of the people resources of the organization;
- Working closely with the University's General Counsel and Title IX office to create and enhance policies and evaluate any potential risks for the university such as terminations of employment;
- Managing the budget and other financial measures of the HR department;
- Continuing to improve the programs, policies, practices, and processes associated with meeting the strategic and operational people matters of the organization; and
- Reviewing and streamlining processes to ensure the delivery of high-quality services that contribute to employee productivity.

The University

LSU was founded by the Louisiana General Assembly in 1853 under the name Louisiana State Seminary of Learning and Military Academy and was located near Pineville, La., with the first session beginning on Jan. 2, 1860. Since that time, LSU has served the people of Louisiana, the region, the nation, and the world through extensive, multipurpose programs encompassing instruction, research, and public service. The University brings in more than \$150 million annually in outside research grants and contracts, a significant factor for the Louisiana economy.

LSU is located on more than 2,000 acres and is known for the 1,200 large oak trees that reside on its campus. The campus landscaping was called "a botanical joy" in its listing among the 20 best campuses in America in Thomas Gaines's *The Campus as a Work of Art*. LSU homes two Indian Mounds that were created by Native Americans

more than 5,000 years ago and functioned as territorial markers or symbols of group identity. In 1999, the mounds were placed on the National Register of Historic Places.

LSU represents the largest institution of higher education in the state of Louisiana and is the only public university in the state to be designated a Carnegie Research University with Very High Research Activity. Among a handful of distinguished universities to enjoy land, sea, and space grant status, LSU offers vital research opportunities for graduate and undergraduate students as it transforms new technology into enterprise and lends expertise to solving endemic problems. Among institutions of higher education, LSU is uniquely situated to provide a rich educational experience. The University's success as the Flagship campus has been attained not only by harnessing the intellectual capital of its faculty and students, but also by exploiting the geographic and cultural capital found only in Louisiana. The University is guided by [LSU Strategic Plan 2025](#), which identified six strategic opportunities for the institution over the coming years:

- Advancing arts and culture;
- Bridging the coast, energy, and environment;
- Fostering research and catalyzing economic development;
- Improving health and wellbeing;
- Transforming education; and
- Developing leaders.

The Community

Situated on the Mississippi River, Baton Rouge represents the best of Louisiana's vibrant culture. The state capital is a thriving city that is home to both LSU and Southern University and numerous businesses and industrial facilities. Known for its great people, its unique food, and its lively music, the "Red Stick" has something for everyone. The Baton Rouge area offers an excellent selection of both public schools, including five of the top ten public school districts in the state, and private schools, including several of the top ones in the country. [Baton Rouge Area Chamber of Commerce](#) and [Visit Baton Rouge](#), are fantastic resources for all things Baton Rouge.

The State of Louisiana has received numerous accolades in recent years, including:

- Ranking No. 2 in the nation for private sector job growth in the South based on data from the US Bureau of Labor in 2015;
- Ranking No.6 for low student loan debt following graduation in 2017 according to *U.S. News*;
- Being named No. 7 in the nation for best living environment in the 2014 ranking of Best & Worst States for Business by *Chief Executive* magazine;
- Ranking No. 1 nationwide in ACT score gains in 2015, according to *Greater Baton Rouge Business Report*; and
- The Southwest Louisiana's Creole Nature Trail, a 180-mile scenic byway, receiving an All-American Road designation.

Qualifications

The University seeks a seasoned human resources leader that has strong communication skills, a demonstrated commitment to transparency, and the ability to proactively problem-solve in an organization that serves a diverse workforce. Required qualifications for this position include:

- A bachelor's degree from an accredited institution;
- At least 10 years of progressive HR management experience within a complex organization serving multiple constituencies;
- Demonstrated leadership abilities, including supervisory skills and a track-record of transformational initiatives;
- Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources;
- Strong written, verbal, and interpersonal communication skills; and
- Strong ethics, integrity, and the ability to successfully navigate complex and sensitive personnel matters.

Preferred qualifications include:

- A graduate degree from an accredited institution in a job-related field;
- SPHR or SHRM certification and/or active professional memberships;
- Experience working in a higher education environment; and
- Experience working with a geographically diverse workforce.

Nomination and Application Process

The Search Committee will begin reviewing applications immediately and continue to accept applications and nominations until the position is filled. However, in order to assure the fullest consideration, candidates are encouraged to have complete applications submitted to the search firm assisting the University by February 21, 2019. Requested application materials include a letter of interest; curriculum vitae; and the names, telephone numbers, and e-mail addresses of at least five professional references. All applications, nominations, and inquiries will remain confidential. References will not be contacted until after the first screening of applications and then only after the applicant has given explicit permission. All application materials must be submitted electronically in Microsoft Word or PDF format. Please direct all applications, nominations, and inquiries for the position to the search firm assisting the University at the contact information below:

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Refer to code "LSU-CHRO" in subject line

LSU is committed to diversity and is an equal opportunity / equal access employer.
