

MONTGOMERY COUNTY, MARYLAND

Chief Talent Acquisition Officer

Office of Human Resources (OHR)



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You're going to **love it** here!*

THE COMMUNITY

Montgomery County located adjacent to Washington, DC, has over one million residents and is the most populous County in the State of Maryland. The County is also the most diverse in the State and ranks among the top ten most diverse counties in the nation. Montgomery County is home to many major U.S. government offices, scientific research and learning centers, and business campuses.

Higher education is exemplified within the County by Johns Hopkins University's Montgomery County campus, Montgomery College, and the University of Maryland-University College Shady Grove, creating a thriving center for advanced educational opportunities. Advanced medical centers include Howard Hughes Medical Institute and the National Institutes of Health.

Montgomery County is a leader in technological solutions and advancement in both Maryland and the U.S. being named the top Digital County by Center for Digital Government, designated as a Tech Savvy County by Public Technology Institute, and winning numerous awards for providing customized services, reporting solutions and communication system implementations benefitting over 1.05 million County residents. Many families seeking a high quality of life and excellent schools are attracted to the County for its employment offerings, livable neighborhoods, safe communities, inclusion, and diversity.

A More Equitable and Inclusive Montgomery

Montgomery County Executive Marc Elrich has outlined seven priority outcomes for the County's future:

- Thriving Youth and Families
- A Growing Economy
- A Greener County
- Easier Commutes
- A More Affordable and Welcoming County
- Safe Neighborhoods
- Effective, Sustainable Government

To learn more, go to:
www.montgomerycountymd.gov



COUNTY GOVERNMENT

Montgomery County Government (MCG) is composed of the Executive and Legislative branches. The Executive Branch implements and enforces Montgomery County's laws and provides executive direction to the government. Its chief executive officer is the County Executive. There are over 30 executive branch departments and agencies that help to deliver services to more than one million County residents. Montgomery County is proud of the services it offers. The County Council members and the County Executive serve four-year terms.

Montgomery County has a strong tradition of prudent fiscal management and holds the highest bond rating from each of the three major credit rating agencies. The County has a mandatory balanced budget and develops a six-year financial plan as part of its annual operating budget development process. For FY21, the Montgomery County Government operating budget, including debt service, is \$2.61 billion, and last May the Council approved a Capital Improvement Program budget of \$4.35 billion for FY21-26. The total budget including the school district is \$5.8 billion.

ABOUT OHR

Under the leadership of the Director, the Office of Human Resources (OHR) staff work together to achieve great things for the more than 10,000 employees of the County. OHR divisions include Recruitment and Selection, Training and Organizational Development, Health Insurance and Welfare, EEO Compliance and Diversity Management, IT, Business Operations, Administrative Services, Occupational Medical Services, and Records Management.

To learn more about OHR, visit
www.montgomerycountymd.gov/OHR

THE POSITION

Montgomery County, Office of Human Resources (OHR) is seeking a Chief Talent Acquisition Officer to lead the Recruitment and Selection Division in sourcing and recruiting a diverse, highly qualified talent pool across the County's 35 departments and agencies and to be part of transitioning OHR into a more results-oriented, empowered, collaborative, and human-centric department.

Major responsibilities and duties include:

- Supervise the talent acquisition team, consisting of 10 highly motivated and professional specialists, and report on its performance and recruiting metrics.
- Lead redesign projects that enhance and improve processes to be more diverse, inclusive and equitable.
- Develop and manage recruiting advertising, sourcing, and communication strategies.
- Recommend improvements for the County's employer brand identity.
- Provide expert consultation and represent the County as needed during legal/labor/employment hearings (i.e., EEO, Merit System Protection Board, grievances, workers compensation, etc.), and union negotiations related to recruitment and promotion.
- Review and evaluate recruitment/talent management software; make recommendations to improve current application experience.
- Remain current on HR trends and laws.

IDEAL CANDIDATE

The Chief Talent Acquisition Officer will be responsible for Talent Acquisition, modernizing and managing the recruitment procedures, managing the recruitment team, and leading the recruitment team in building the County's professional network through relationship



development. In addition, the successful candidate will leverage their expertise of HR policies and procedures, including Federal and County laws and regulations, and collective bargaining agreements that pertain to employment and labor legislation, to provide sound advice and lead the recruitment team in building the County's professional network through developing relationships with human resource professionals, colleges and universities, and other partners.

This position requires exceptional experience leading Talent Management teams, strategic management, creativity, and collaborative approaches to problem solving skills; excellent interpersonal skills, verbal and written communication skills and active listening skills; strong customer service, and human-centric, relationship and team management skills; an understanding and experience in collecting and analyzing data; and the necessary diplomacy to navigate a work environment where there are competing goals. Other important attributes of a successful candidate include excellent skills in the areas of decision-making, problem-solving, organizing, and planning, as well as outstanding customer service skills.

CORE COMPETENCIES

Results-Oriented: Able to translate ideas into concrete action; maintain a focus on results and outcomes; ability to build high-performing teams that hold themselves and staff accountable for their performance; pursue aggressive goals and work hard/smart to achieve them; and strive for results and success.

Adaptable & Forward-Thinking: Able to pivot and navigate through the gray area, while sticking to the law; a "big picture" strategic, critical thinker and problem solver; provides/implements creative solutions and direction by clearly and effectively setting courses of action; and flexible and open to ideas and feedback from others.

Talent Development: Provides guidance, opportunities, and motivation to develop and strengthen knowledge, skills, and competencies to improve employees' capabilities; exemplifies an authentic and strong character with integrity; sets high expectations; inspires and motivates others; coaches and mentors a high performing team of employees.

Effective Communication: Effectively conveys information and expresses thoughts and facts clearly, orally and in writing; demonstrates effective use of listening skills; displays openness to other people's ideas and thoughts.



Leadership: Leads by example; demonstrates high ethical standards; remains visible and approachable and interacts with others on a regular basis; demonstrates a high level of conscientiousness; holds self and others accountable.

Collaborative & Inclusive: Develops effective relationships within the organization by helping others accomplish tasks and using collaboration and conflict resolution skills. Embraces and encourages inclusion, equity, accessibility, and diversity; identifies, understands, monitors, and measures the needs of both internal and external customers; and has a healthy sense of humor and an optimistic attitude.

EDUCATION/EXPERIENCE

Experience: Seven (7) years of progressively responsible professional experience in talent acquisition/management, recruitment and employment or diversity and inclusion, three years of which were in a supervisory or executive capacity.

Education: A Bachelor's Degree from an accredited college or university.

Equivalency: An equivalent combination of education and experience may be substituted.

COMPENSATION AND BENEFITS

The salary range for this position is **\$93,567 - \$169,856** subject to the qualifications, credentials, and experience of the successful candidate. Montgomery County has an exceptional compensation package including pay for performance, medical, dental, life insurance, long-term disability, flexible spending account, defined contribution retirement plan, deferred compensation plan, vacation, sick leave, wellness program, and other

highly competitive benefits. The working conditions are outstanding, and the locale is ideal. For additional information about MCG's benefit offerings and total reward summary, please visit www.WORK4MCG.com.

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

First review of resumes begins on Monday, December 27, 2021. To be considered for this opportunity, please submit your resume, cover letter, and references via this position's recruitment page: <https://www.cpsshr.us/recruitment/1913>.

For additional information about this position please contact:



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Candidates deemed to have the most relevant qualifications will be invited to interview with the County and will need to submit their materials through the County's portal as part of their hiring process. Media checks, and a comprehensive reference and background check will be performed on final candidates.



Montgomery County Government is an equal opportunity employer, committed to workforce diversity. Accordingly, as it relates to employment opportunities, the County will provide reasonable accommodations to applicants with disabilities, in accordance with the law.