

Human Resource Director (HRD)

Location: USA/Remote

Position Summary

This role will lead the Human Resources (HR) function for the Dealer Portfolio of Perseus. This HR Director (HRD) will be responsible for aligning HR strategies with the Dealer Portfolio's mission and goals.

The HRD will collaborate with the Corporate HR Team to understand and apply corporate policies and practices, tailoring them to meet the needs of the Dealer Portfolio. They will anticipate HR implications of business initiatives, providing strategic advice and help ensure successful execution while maintaining alignment with corporate objectives.

The ideal candidate will be a self-starter with strong judgment and flexibility. They will mentor other HR team members within the Dealer Portfolio and serve as the first point of escalation for HR-related issues.

Job Responsibilities:

Business Partnership:

- Serve as a trusted advisor to the management team partnering closely with the Dealer Portfolio's President and the management team.
- Develop a deep understanding of the Dealer Portfolio's business strategy, goals and challenges.
- Leverage HR expertise to provide strategic advice and solutions that align with the Dealer Portfolio's objectives.
- Stay informed about industry trends, best practices, and employee needs.
- Actively participate in leadership meetings to contribute HR insights and recommendations.

Leadership Development & Succession Planning:

- Design and implement leadership development programs to strengthen management capabilities across the Dealer Portfolio.
- Own and oversee a comprehensive succession planning framework, ensuring leadership readiness for future growth.
- Lead the talent management process, including leadership calibration, tracking high-potential employees, and monitoring development plans.
- Support executive coaching and mentoring programs to enhance leadership effectiveness.

Employee Engagement & Culture Development:

- Partner with leadership to assess employee engagement and implement initiatives to improve satisfaction, motivation, and retention.
- Organize leadership town halls, staff engagement surveys, and response plans to enhance company culture.
- Aid in defining and promoting a strong corporate culture that aligns with business objectives.

Employee Relations:

- Manage employee relations issues including conflict resolution, performance management and disciplinary actions.
- Provide counseling and coaching to managers on employee relations matters.
- Work with Corporate HR and outside counsel as needed to address complex issues.

Policy Development and Administration:

- Develop, implement, and administer HR policies and procedures that align with corporate guidelines and the Dealer Portfolio's specific needs.

- Oversee HR processes that impact the selection, placement, retention, development, and rewarding of employees to foster a high-performance culture.
- Proactively support the delivery of HR processes and manage assigned HR projects; delivering results in a timely fashion and as required with the deadlines provided.

HR Controls and Compliance:

- Collaborate with key managers to ensure HR controls are in place for employment, compensation, leadership development, training and HR-related compliance.
- Ensure full compliance with all aspects of applicable employment and labor laws.
- Participate in regular audits in place from Perseus Corporate.
- Collaborate with legal counsel to ensure adherence to employment laws.

Mergers & Acquisitions HR Integration:

- Lead the HR due diligence and integration process for new acquisitions within the Dealer Portfolio.
- Partner with business leaders to ensure smooth cultural integration and talent retention post-acquisition.

Leadership and Supervision:

- Lead and develop the HR team (i.e. HR Generalist, HR Business Partner, HR Coordinator, Talent Acquisition), providing mentorship, training and functional oversight.
- Develop and monitor metrics for continuous improvement in quality and efficiency.
- Identify areas for continuous improvement and development.
- Evaluate resource needs to support the forecasted growth of the business; maintain a network and bench of resources.

Talent Acquisition:

- Provide strategic direction and oversight for the talent acquisition function across the entire Dealer Portfolio.
- Oversee the entire hiring process from identifying talent needs to finalizing new hires.
- Collaborate with hiring managers to develop and implement comprehensive training programs for new hires.
- Develop and implement efficient processes and monitor metrics to meet the specific talent needs for the Dealer Portfolio.

Project Management:

- Manage the successful execution of Dealer Portfolio and Perseus Corporate HR-related projects.
- Track project progress and communicate updates to stakeholders.

Corporate Alignment:

- Maintain strong relationships with Corporate HR to stay informed of corporate initiatives and policies.
- Ensure alignment between Corporate standards and Dealer Portfolio needs.
- Maintain awareness and accountability to Corporate HR for areas identified.

Metrics & Reporting:

- Develop and track key HR metrics to measure performance and identify areas for improvement.
- Provide regular reports to the leadership HR activities and outcomes.

Self-Development:

- Stay current on mandatory training requirements.
- Participate in professional development opportunities.

General: Performs other duties as assigned.

Qualifications:

Educational Background: BA/BS in Human Resources or a related field

Experience: 10+ years of progressive Human Resources Management experience, with a strong background in labor and employee relations, conflict resolution, investigations, compensation and benefits, organizational development and people development. HR Certification, a plus.

Regulatory Knowledge: Strong working knowledge and experience with current Canadian and US employment laws.

Leadership and Team Building: Proven experience in building teams, quickly earning respect, and gaining confidence at all levels of the organization. Experience managing employees in a remote environment.

Mergers & Acquisitions: Expertise in HR due diligence and post-acquisition integration.

Technical Proficiency: Proficiency with Microsoft Office Suite and HR information systems (e.g., ADP). Experience as a HR-user within Workday, a plus.

Travel: Ability and willingness to travel up to 10%.

Team Structure: Ability to work in a decentralized HR team environment with support from Corporate.

Talent Acquisition: Experience with the recruitment and retention of high-performing employees.

Business Unit:

Dealer Portfolio

FLSA Designation (US Only):

Exempt

Salary Range (US Only):

The estimated base salary range for this role in the United States is \$140,000.00 - \$160,000.00 per year. For compliance with local legislation, and to provide greater transparency to applicants, we share salary ranges on all job postings regardless of the desired hiring location or whether the position is remote.

The posted range is an estimate and reflects many factors which are subject to change. Final offer amounts may vary from the amounts listed above, based upon geographic location, candidate experience and expertise, and other relevant factors.

Other Compensation (US Only):

This role will also be eligible for participation in a Company profit sharing bonus plan. Plan details will be provided to you upon hire.

Benefits (US Only):

Full time employees will also be eligible for enrollment in a wide range of choices of benefits , including medical, dental, vision, basic life insurance, short/long term disability, 401(k) participation (with company match).

Time off (US Only):

The Company provides a minimum of 15 days of vacation for new employees , sick time based on state requirements.

We recognize the value and importance of diversity and inclusion in our communities and in the workplace. We celebrate diversity and one of our goals as an employer is to create an inclusive work environment for all employees. We are an equal opportunity employer and do not discriminate against any employee or applicant because of race, religion, sex, sexual orientation including gender identity or expression, pregnancy, national origin, age, marital status, veteran status, disability status, or any other category or characteristic protected by law.



Applicants with disabilities who would like to require a reasonable accommodation related to any part of the application process may contact us at Perseus_HR@constellationhbs.com.

NOTE: If an applicant is selected to receive a conditional offer of employment, and in accordance with applicable law, a criminal background check may be conducted before the offer becomes final and employment begins. Pursuant to the San Francisco Fair Chance Ordinance, and other applicable laws, we will consider for employment qualified applicants with arrest and conviction records.

If you are interested in this opportunity, please [click here](#) to send your resume to our HR team.