



Director of Human Resources/Chief Human Resources Officer

University and Position Profile

The University of Wisconsin La Crosse and Interim Chancellor Betsy Morgan invite applications and nominations for the position of Director of Human Resources/Chief Human Resources Officer (CHRO). The University of Wisconsin-La Crosse seeks a visionary and broadly skilled Human Resources executive with substantial leadership experience for the position of Director of Human Resources. The Director serves as the Chief Human Resources Officer of the university and has overall responsibility for the vision, strategy and implementation of all human resources services, policies and initiatives with an eye to UWL's mission, values and strategic plan. This individual is also responsible for ensuring the university remains in compliance with federal and state laws and regulations and UW System personnel policies and procedures. The Director of Human Resources reports to the Vice Chancellor for Administration and Finance and collaborates with the Office of Equity and Affirmative Action, as well as other campus stakeholder groups including faculty, staff and students.



We at the University of Wisconsin-La Crosse believe students, faculty and staff all are enriched by our exposure to differing ideas, opinions and cultures. We strive to be a leader in Wisconsin's movement toward increased diversity and inclusiveness. We believe that employees from diverse backgrounds are critical to achieving excellence as a nationally recognized institution of higher education and we seek to recruit, develop and retain the most talented people from a diverse candidate pool.

The University of Wisconsin-La Crosse (UW-La Crosse) provides a challenging, dynamic, and diverse learning environment in which the entire university community is fully engaged in supporting student success.

Grounded in the liberal arts, UW-La Crosse fosters curiosity and life-long learning through collaboration, innovation, and the discovery and dissemination of new knowledge. Acknowledging and respecting the contributions

of all, UW-La Crosse is a regional academic and cultural center that prepares students to take their place in a constantly changing world community.



UW-La Crosse's diversity and inclusion efforts are guided by our adherence to Inclusive Excellence. We define Inclusive Excellence as "... our active, intentional and ongoing commitment to bridge differences with understanding and respect so all can thrive." The goals of Inclusive Excellence are to increase the retention of diverse faculty, staff and students while encouraging a campus climate that is inviting and welcoming to all. UW-La Crosse strives to promote acceptance of all facets of diversity from racial/ethnic diversity to diversity of thought and experience. UW-La Crosse is a 2014 recipient of the Higher Education Excellence in Diversity (HEED) award from INSIGHT Into Diversity magazine. UW-La Crosse is proud to be one of only 83 recipients of this national honor recognizing our commitment to diversity and inclusion.

UW-La Crosse has appeared prominently on the *U.S. News & World Report* list of "America's Best Colleges" for more than a

decade and is ranked consistently as one of the top institutions in the Midwest. With a student population of over 10,500, the university offers 91 undergraduate programs in at least 30 disciplines and 25 graduate programs in three colleges: Science and Health, Business Administration, Arts, Social Sciences, & Humanities including the School of Arts & Communication and the School of Education.



There are 502 full-time faculty and instructional academic staff, 76 percent of whom hold terminal degrees. UW-La Crosse boasts a retention rate (freshmen returning as sophomores) of 86 percent, graduation rate (degree within six years) of 70 percent, and is among only 12 institutions cited nationally by the American Association of State Colleges and Universities for its success in linking campus culture and university leadership to outstanding graduation rates.



The UW-La Crosse campus is nestled in a residential area of the City of La Crosse (pop. 52,000) located in western Wisconsin. The area, known as the 7 Rivers Region, is famous for its exceptional natural beauty which includes the Mississippi River on one side, majestic bluffs on the other, and views of rolling farmland and forested valleys in between. Ranked by *U.S. News & World Report* as one of the top ten “Best Places to Live” in 2009, La Crosse is one of the most scenic places in mid-America. Abundant water, woodlands and varying terrain provide ample opportunities for year-round outdoor recreation. Only a couple of hours from Minneapolis or Madison, La Crosse enjoys the affordability and charm of small town living with larger city benefits. Three colleges, two world-class medical institutions,

the La Crosse Symphony Orchestra, a restored nineteenth century downtown business district, and a number of galleries and art centers have made La Crosse a regional center for culture, entertainment, medical care, shopping, sports and recreation.

Human Resources Office Overview

Mission:

It is the mission of the UWL Office of Human Resources to advance the overall mission of the University and UW System through the selection, retention, and support of our excellent faculty and staff.

The Office of Human Resources is responsible for a comprehensive program which includes the following:

- Recruitment of qualified applicants into a diverse workforce.
- Providing employment and orientation services as well as policy development and administration.
- Administration of employee payroll, benefits, and processes for all university employees.
- Job classification and compensation research.
- Maintain employee relations, personnel records, and the employee assistance program.
- Administration of performance evaluation programs and the staff employee grievance process.

The Office of Human Resources is committed to providing high quality service to all prospective, current and past employees and to treating such individuals with respect, good care, and individual attention.

By making this commitment to the University and its customers, the Office of Human Resources will continually strive to improve an ever-changing work environment and to maintain a high level of mutual trust and respect with the campus community.

Organization Charts:

- [Office of Human Resources](#)
- [Division of Administration & Finance](#)

UW-La Crosse Strategic Plan – Sustaining Excellence (<https://www.uwlax.edu/info/strategic-plan/>)

Qualifications and Application Process

The ideal candidate will have a progressive management approach, experience in strategically moving an HR organization tangibly forward, and show demonstrated success as a transformational leader with creative and collaborative problem-solving skills.

Required Qualifications:

- A bachelor's degree in human resources, business or public administration, or related field is required, as well as five years of progressively-responsible experience in human resource management in higher education.
- Demonstrated experience in leading and managing human resource functions within a higher education setting including employee recruitment and retention, performance and evaluation planning, employee relations, payroll and benefits, employee and supervisor training, career and leadership development, and employee compensation plans.
- Knowledge of public higher education and familiarity with the needs and complexities of a comprehensive university with understanding and vision for the human resource program.
- Demonstrated excellent communication skills including listening, speaking and writing. Adept at influencing through relationships.

- Outstanding interpersonal skills and the ability to interact with a broad range of people. Strong presentation skills.
- A collaborative, team-oriented style and team builder. The ability to develop solid collaborative relationships with a diverse group of campus constituents including faculty, staff, and students.
- A demonstrated service orientation and proactive in providing service and support to campus stakeholders.
- An appreciation for academic issues and needs for developing effective human resource practices and policies.
- The ability to build trust and consensus with university constituents including faculty, staff, students, and shared governance groups.
- Working knowledge and ability to interpret and apply policies and guidelines of federal and state laws and regulations including EEO, AA, and ADA.

Preferred Qualifications:

- A master's degree in human resources, business, or public administration, or related field.
- Professional certification in human resources.
- A total of ten or more years of experience in human resource management and supervision in a higher education, public sector, or private sector setting.
- Strong working knowledge and experience with PeopleSoft HRS and PeopleAdmin technology applications.

Application Process:

Nominations and application materials should be submitted by the target date of **March 18, 2024**, although expressions of interest may be considered until the position is filled. Application materials must include: 1) a letter of interest stating how the candidate's experiences and qualifications connect with the required/preferred characteristics and strategic priorities expressed in the position profile; 2) a resume; and 3) the names, addresses, telephone numbers, and email addresses of five references for future contact — please also include your professional relationship with each reference listed. In accordance with Wisconsin Statute 19.36(7), requests for confidentiality by nominees and applicants will be honored, except that the names of final candidates must be disclosed.

Applications should be in PDF format and submitted through the AGB Search portal at: [University of Wisconsin-LaCrosse CHRO position](#)

Nominations and expressions of interest may be submitted to: UWLaCrosseCHRO24@agbsearch.com.

This is a full-time annual (12-month) appointment with a starting date as early as July 1, 2024.

Assisting the search will be: Alan N. Crist, Ph.D., Executive Search Consultant, AGB Search, al.crist@agbsearch.com, 608.695.0217. Prospective candidates are encouraged to initiate a conversation about this opportunity through an initial email contact with Dr. Crist prior to submitting materials. Also, please contact Dr. Crist if you have a special need/accommodation to aid your participation in our hiring process.

UW-La Crosse is proud to be an equal opportunity employer. We strive to recruit, develop, and retain the most talented people from a diverse candidate pool, and we encourage applications from persons with varied backgrounds and perspectives. In support of the Wisconsin Veteran Employment Initiative we encourage veterans and veterans with disabilities to explore employment opportunities at UW-La Crosse.

As a prospective UW-La Crosse employee, you have a right to obtain a copy of campus safety and security information (Clery Act) for this institution. You may review this information at <http://www.uwlax.edu/Police/Clery-report/>.

Employment will require a criminal background check. A pending criminal charge or conviction will not necessarily disqualify an applicant. In compliance with the Wisconsin Fair Employment Act, UW-La Crosse does not discriminate on the basis of arrest or conviction record.

**AGB
SEARCH**

Advancing Higher Education Leadership