

Human Resource Director

Full Time, Exempt Position

For over 50 years, York County Community Action Corporation has worked to help individuals and families build better lives and thrive, and to build stronger communities. YCCAC provides a range of resources to advance health, education and economic opportunity, including early care and education, transportation, economic development, home ownership, mother and child nutrition, weatherization, heating assistance, home repair and rent relief. YCCAC is also a community health center, and through Nasson Health Care providers primary medical, dental and behavioral health care. YCCAC employs approximately 280 people.

YCCAC is seeking a Human Resource Director. This position is a member of the Senior Management team and provides leadership and direction in all areas of human resource management. The Director enables YCCAC to provide services of consistently high quality by ensuring that the organization attracts and maintains competent, highly trained and motivated staff. The Director also helps YCCAC to manage and mitigate risk by ensuring equity in the workplace, compliance with all applicable laws and regulations, and a culture in which employees feel fairly treated and valued. The ideal candidate will have a leadership style that supports the mission and values of the agency and maintains the dignity and confidentiality of clients/patients and staff.

The HR Director is responsible for overseeing robust human resource practices that support YCCAC's ability to achieve its mission. This includes ensuring compliance with federal, state, and local employment laws and regulations; supporting robust strategies for staffing, recruiting and retention; advising management on personnel related matters; and maintaining a compensation plan that is responsive to organizational needs and market conditions. It also includes administering human resource processes such as wages, benefits and leave; performance and talent management; workers' comp; occupational health and safety; and leadership development. The HR Director supervises a team of three HR department staff.

It is strongly preferred that qualified applicants have a Master's degree in Human Resources, Business Administration, or related field, or a Law Degree. A Bachelor's Degree and at least 10 years of senior level demonstrated successful human resource managerial experience in a health, education and/or human service organization may be acceptable.

Visit our web site at <https://yccac.org/join-our-staff/> for an application and to view the full job description. All applicants must complete and attach a cover letter and application with their resume. Completed packets will be accepted until the position is filled and may be reviewed upon receipt.

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EOE