



Mount Aloysius College

Director of Human Resources

Current Opening

Mount Aloysius College, recognized by ModernThink as a “2022 Great College to Work For,” is seeking a highly qualified leader to serve as Director of Human Resources.

Reporting to the Vice President for People & Mission, the Director will oversee the day to day operations of the Human Resources function to include Talent Acquisition, Workplace Culture and Retention, Compensation, Benefits, Employee Relations, Performance Management/Employee Development and related policy management. This position will have an instrumental role in the collaborative development and implementation of justice, equity, diversity and inclusion education, awareness, and programming for employees, and the campus community.

The successful candidate will have a strong mission-focus along with a breadth and depth of knowledge across the field of human resources. The Director oversees a Manager of Talent Acquisition & Development and a Manager of Benefits & Student Employment. The Director will serve on a variety of College Committees and collaborate across the College to further deploy HR initiatives that support the College’s desire to be a Great Place to Work.

Qualifications

Master’s degree in human resources, business administration or related field required. 5-7 years generalist human resources experience required with at least 3 years at the director level preferred. PHR or SPHR Certification through HRCI or SHRM certification strongly preferred along with experience in higher education or service industry. Strong knowledge and understanding of federal and state employment laws and compliance issues within the field of human resource management also required.

Must have the ability to lead and build collaborative relationships at all levels of the organization. Proficiency in Microsoft Office and Google Suites required. Above average written and oral communication skills including experience in policy writing and development. Working knowledge of HRIS systems and payroll processes is also required.

About Mount Aloysius College

Mount Aloysius College (www.mtaloy.edu) is a private, comprehensive Catholic college located in Pennsylvania’s Laurel Highlands, serving a diverse community of learners - over 60% of whom are non-Catholic. The College has a long history of responding to community needs through relevant academic programs and community service. Mount

Aloysius is located on a 193-acre campus in Cresson, PA, Cambria County. Founded in 1853 by the Dublin, Ireland-based Religious Sisters of Mercy, Mount Aloysius is one of 17 such institutions in the United States and is a member of the Conference for Mercy Higher Education (CMHE). The College provides small class sizes, and students benefit from a highly engaged faculty and staff.

Qualified candidates should submit a cover letter and resume in confidence to the Office of Human Resources at <http://www.mtaloy.edu/employment-opportunities/>. Applications submitted by March 31, 2023, will receive priority consideration. This position is available immediately. The search process will remain open until the position is filled.

Applicants needing reasonable accommodation to participate in the application process should contact the Office of Human Resources at (814) 886-6519. Mount Aloysius College is an inclusive community, committed to recognizing and supporting every person's inherent dignity, and an Equal Opportunity Employer.