



HUMAN RESOURCES DIRECTOR

\$106,000 - \$150,000

Plus Excellent Benefits

Apply by

September 10, 2021

(First Review, Open Until Filled)

***P*ROTHMAN**



THE COUNTY



Gunnison County cherishes its sense of community and place. The County strives to preserve and promote the well-being of the County's citizens, natural environment, and rural character. The County will deliver

services and set standards that reflect its values and preserve the region's unique quality of life for present and future generations to enjoy. Gunnison County is governed by an elected three-member Board of County Commissioners serving four-year overlapping terms. In 2018 and 2019, the International City/County Management Association (ICMA) acknowledged Gunnison County's commitment to data-driven performance management with consecutive awards of their Certificate of Excellence in Performance Management. In 2018, Gunnison County Department of Health and Human Services was also recognized for the second consecutive year with a Distinguished Performance Award for its high success rates for cases managed in Gunnison and Hinsdale counties. The 2021 adopted budget for the County is \$127,447,509 and there are approximately 200 FTEs. County departments include Administration, Gunnison-Crested Butte Regional Airport, Assessor's Office, Clerk & Recorder's Office, Community and Economic Development, Coroner, County Attorney, Emergency Management, Facilities & Grounds, Geographic Information Services, Health & Human Services, Juvenile Services, IT, Public Works, Sheriff's Office, and Treasurer's Office.



THE DEPARTMENT

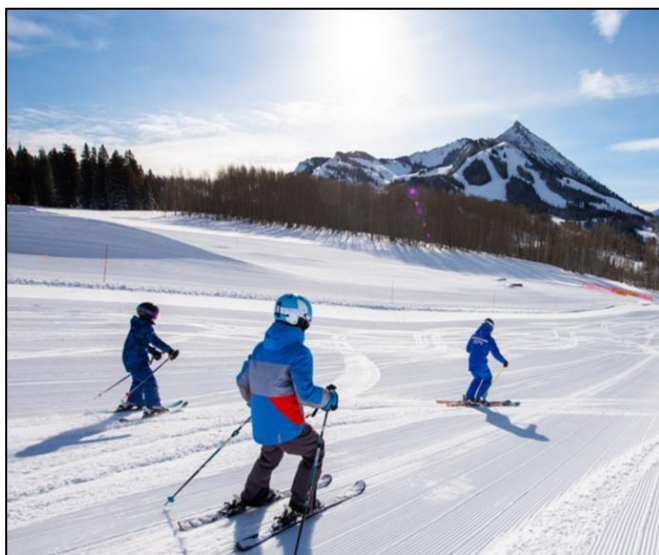
"The purpose of the Finance & Human Resources Department is to provide accounting, auditing, planning, and analysis services to the County organization and the public so they can make informed decisions, provide fiscally responsible management, and demonstrate and experience accountable County government."

The Human Resources Department administers the classification and compensation plan, assists with personnel recruitment and training, and maintains compliance with the organization's personnel policies and applicable state and federal employment law. The Department also maintains the central personnel records system, manages the fringe benefit programs, promotes employee relations, and provides information and analysis of personnel functions to the department heads, elected officials, and the public upon request.

The Finance & Human Resources Department maintains 2 FTEs and operates on a 2021 departmental budget of \$175,351.

THE POSITION

Under the general supervision of the Chief Financial Officer, the Human Resource Director manages and coordinates the administration, and evaluation of the human resource function, programs, and personnel. The position develops, implements and administers human resources strategy, policies and procedures, and advises County managers and staff on employee relations issues, regulatory and policy compliance, and organizational development. This position was recently upgraded to Director level from an HR Manager role. For a full job description that includes a full list of responsibilities, please view the attachment found [here](#).



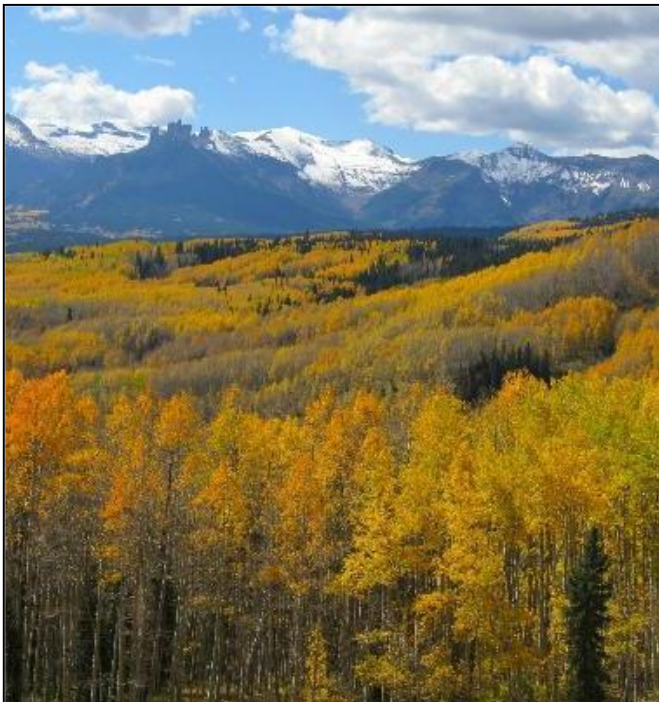
KEY OPPORTUNITIES AND CHALLENGES

Expanding the HR functions to become a strategic partner to the other departments ensuring compliance with all federal laws and improved operations: Assistance is needed in proper long-term planning, hiring, evaluation, discipline, and separation operations. Currently everything is done at the department level which leads to a disconnect and opportunities for being out of compliance with State and Federal HR laws.

Syncing technologies to allow for more efficient HR operations: There is a need to integrate the personnel action forms and time entry record-keeping with modules already purchased in the County ERP system.

Develop a wellness program for self-insured health insurance cost control and employee improved wellness: The County is self-insured which indicates the organization should have a wellness program to assist employees in being healthy. There is currently no wellness program established.

Develop an annual training program to ensure employees are utilizing best practices in their profession: Transition of the HR Department from a compliance and paperwork operation into an organizational development operation will require proactive establishment of training for best practices in different fields.



JOIN A HIGH-PERFORMANCE ORGANIZATION

♦ **Managing for Results:** The County Manager has created an efficient business model approach to managing the County. The new Human Resources Director will need to learn, understand, adopt, and promote this philosophy.

♦ **Supporting a Culture of Professionalism and Performance:** The new Human Resources Director will play an integral role in continuing to shape a culture of professionalism and performance at the highest levels within the organization.

IDEAL CANDIDATE

Education and Experience:

A bachelor’s degree and five (5) years of professional level human resource experience is required. Any equivalent combination of related education and experience may be substituted for one year of experience. A master’s degree in human resource management and four (4) years of experience in the HR field, lead work or supervisory experience, and SHRM Senior Certified Professional (SHRM-SCP) certification is preferred. Candidates must have a valid Colorado driver’s license by time of hire.

THE REGION

Surrounded by the 1.6 million-acre Gunnison National Forest, Gunnison County is considered the “unspoiled heart of Colorado.” The area encompasses some of the wildest and most beautiful terrain in the world, including Colorado’s largest body of water, Blue Mesa Reservoir, as well as Black Canyon National Park, Curecanti National Recreation Area, and 2,000 miles of trout streams. Over 85% of Gunnison County is under public ownership, which provides year-round outdoor recreation opportunities, including kayaking, boating, rafting, fishing, hunting, hiking, mountain biking, rock-climbing, camping, and skiing.

Gunnison County has a population of about 17,200 residents and covers 3,259 square miles. Over 60% of the dwelling units in the County are second homes and vacation rentals, so the permanent population number is a bit misleading as the services and complexities are more akin to a larger jurisdiction.

Located in the Rocky Mountains at 7,700 feet above sea level, Gunnison enjoys warm summers and cold winters with moderate snowfall. The economic base is primarily tourism, followed by education, ranching, and natural resource extraction. Gunnison County is rich with mineral deposits and grazing lands, allowing ranching to still play a prominent role in the economy, lifestyle, and character of Gunnison County. The Elk Mountains dominate the County, topping out in the northeast at 14,000 feet with the peaks that form the Continental Divide. The Crested Butte Ski Area opened in 1963, making Gunnison a popular destination for snowboarders and downhill skiers looking for a world-class ski experience and challenging slopes.

Gunnison County is a wonderful place to raise a family and otherwise be part of a vibrant, close-knit, interconnected community representing a variety of viewpoints and interests. Crested Butte Community School is one of the highest ranked public high schools in Colorado and the United States, according to *U.S. News and World Report*, and the Gunnison public school district, which includes the schools in Crested Butte and Gunnison, is ranked among the top 15 districts in the state. In 2010, Gunnison County ranked first nationally for highest life expectancy for men (82 years old) and fourth nationally for women (84 years old), according to data from the U.S. Health Map. Gunnison County also benefits from a highly educated population, with over half of the County's population age 25 having obtained a bachelor's degree or higher. In addition, the area offers some of the best outdoor recreation opportunities in the nation if not the world, including downhill and backcountry skiing, Nordic skiing, dog sledding, snowshoeing, snowmobiling, ice fishing, mountain biking, horseback riding, boating, fly fishing, hunting, rafting, kayaking, hiking, backpacking, trail running, and camping.

Gunnison is also home to Western Colorado University, one of the state's top four-year fully accredited undergraduate institutions has also been hailed as a "Top Adventure School in the West" by *Elevation Outdoors* magazine. Gunnison-Crested Butte Regional Airport serves the valley with both commercial airline and general aviation flights. Gunnison Valley Rural Transportation Authority operates bus service between Gunnison and Crested Butte serving Western Colorado University and Crested Butte Mountain Resort. Bus service to Denver from the Gunnison Valley is also available.

COMPENSATION & BENEFITS

- **\$106,000 - \$150,000 DOQ**
- Medical and dental coverage
- Vacation Leave: based on years of service starting at 6.67 hours/month
- Sick Leave: 8 hours for each month of service
- 11 paid holidays
- Dependent Care FSA
- Medical, dental, and vision FSA
- Life insurance
- Supplemental Life and AD&D Insurance, including spouse and children
- County 401(a) Retirement Program
- 457 Deferred Comp Plan Match Program
- Employee Assistance Program

Please visit:
www.gunnisoncounty.org



Gunnison County is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **September 10, 2021** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to www.prothman.com and click on "**Open Recruitments**", select "**Gunnison County, CO – Human Resources Director**", and click "**Apply Online**", or click [here](#). Resumes, cover letters and supplemental questions can be uploaded once you have logged in.



www.prothman.com

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