

VICE PRESIDENT – HUMAN RESOURCES

(CONFIDENTIAL)

THE CLIENT

Our client is to remain confidential for this executive search assignment. Simply put, the organization offers unique, luxury services for use by high net worth individuals and corporations. The company was founded more than 20 years ago. Approximately eight years ago, the organization announced a strategic collaboration with a select investment group, enhancing its capabilities and service offerings. While original founders and leaders maintain substantial ownership, the operational control of the business is now confidentially managed by a private investment group.

In concert with the company's leadership team, the enterprise remains unwavering in its commitment to providing discreet and personalized solutions for clients while continuously exploring opportunities to elevate customer experience with a strong emphasis on confidentiality. Furthermore, plans for ongoing growth are paramount. In fact, the company recently acquired another firm in the same industry to enhance operations, create efficiencies and broaden geographical reach. Today, the employee populous of the company approximates 500 to 750 people. It is headquartered in the Kansas City metropolitan area.

The identity of the organization will be disclosed to candidates following the company's decision to officially interview selected prospects.

RESPONSIBILITIES



As a key member of the senior leadership team, the Vice President – Human Resources (the top HR executive) will report to the Chief Financial Officer with significant interaction with other members of the executive leadership team. The candidate will assume an important role in the overall management of all core human resources functions while also supporting other activities as an active participant and strategist. S/he will act as a trusted business advisor and partner with the executive management team, establishing and executing corporate strategies that link financial goals and business objectives across all aspects of the organization.

Currently, the Vice President will supervise approximately five direct reports who oversee recruiting, benefits and employee relations (e.g., orientation, etc.). The successful hire will be

responsible for leading the overall strategy and execution of the human resources function across the organization's nationwide platform including talent acquisition, total rewards (benefits & compensation), learning & development and day-to-day HR matters. Key responsibilities and expectations will consist of:

- Plan and direct all aspects of the company's human resources policies, objectives, and initiatives. Establish and implement human resource efforts that effectively and concisely communicate and support the company's mission and strategic plan.
- Function as a strategic business advisor to the executive leaders of each department regarding key organizational and management issues.
- Provide strategic leadership by articulating HR needs and plans to the senior leadership team and the board of directors.
- Provide leadership and guidance by overseeing the Talent Acquisition, People Development, Total Rewards, and HR Operations.
- Build and develop a trusted and effective human resources team to support the company's growth.
- Oversee the company's Talent Acquisition function to ensure proper staffing levels throughout the organization and develop comprehensive strategic recruiting and retention plans to meet the human capital needs.
- Develop and implement comprehensive compensation and benefits plans that achieve the company's corporate objectives. Provide leadership and guidance on talent development programs across the company in the areas of employee engagement, performance management, organization development, learning and development and internal communications.
- Ensure career paths and succession plans are in place for key roles.
- Lead and implement various projects to further people strategy while possessing a willingness to handle day-to-day, tactical HR functions and duties.
- Maintain knowledge of talent management dynamics, industry trends and employment legislation to ensure the organization's compliance.
- Direct and assure the company's compliance with federal, state and local legislation pertaining to all HR matters including FMLA, worker's compensation, ADA, etc.
- Perform other duties and responsibilities as assigned.

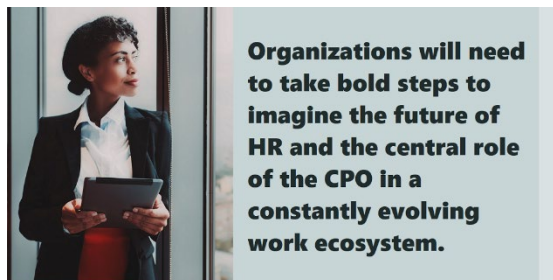
Short-term objectives of the position will focus upon: (1) gaining trust and respect across all levels of associates while quickly integrating into the company's senior leadership team – especially from a strategic perspective; (2) assessing the current HR department structure and the existing talent skillsets within the HR group followed by the rapid development of existing staff members or the recruitment of new team members to realize organizational



objectives; (3) evaluating and accentuating the company's robust talent acquisition capability to maximize employee retention and to plan for future growth – especially associated with specialist roles/positions that are critical to the company's success; and (4) analyzing the advantages of self-insurance programs followed by the recommendation and execution of agreed to directions.

EDUCATION AND EXPERIENCE

- Bachelor's degree in a related field.
- A SHRM Senior Certified Professional (SHRM-SCP) or SHRM Certified Professional (SHRM-CP) certification will distinguish more sought-after candidates – but are not required.
- A minimum of 10 years in human resources experience with 5+ years as a first-chair HR leadership officer or as the “strong #2” at a larger enterprise.
- Preferred career experience should come from a “services” industry; however, the Company will be extremely partial to candidates originating from fast-paced, high-growth and achievement-oriented cultures and environments.
- In-depth understanding and proven experience in the following HR disciplines: talent acquisition and retention, total rewards, learning and development, and holistic employee engagement.
- An unwavering commitment to diversity, inclusion, equity and belonging initiatives in a corporate setting with measurable results – examples will be sought.
- Established ability to drive change at the organizational level including transformation initiatives, continuous improvement of policies and practices and strategic risk-taking to advance the company's efforts and achieve desired outcomes. Talent for advocating to secure buy-in for change and transformation.
- Track record of building and managing highly effective teams – a manager of managers – corresponding to strong supervisory expertise.
- Knowledge of and experience with various human resource information systems.
- Experience with mergers and acquisitions, change management and company integrations will be considered a desired skillset and attribute.
- The successful candidate be able and willing to travel on occasion to the firm's nationwide sites - given the expanding footprint of the company - to develop rapport and credibility.



PERSONAL CHARACTERISTICS

- Possess an entrepreneurial mindset. Preference for small to mid-sized companies versus large companies.

- Excellent communication skills (both written and verbal) with the ability to tailor messaging to accommodate a variety of audiences.
- Strong leader with the ability to collaborate in a team-oriented atmosphere.
- Emulates professionalism in all aspects of the work-environment.
- Instinctual problem solver with the ability to think creatively to foresee, prevent, and solve issues, as necessary.
- Impeccably organized to coordinate and orchestrate details for a number of projects and initiatives.
- An active and engaged listener that understands and inspires others.
- An innovator and executor that continuously envisions new ways to do things and puts action in place to implement.
- A sought-after mentor to team members that fosters inclusion and collaboration.
- A highly adaptable individual that adjusts to new demands, priorities, challenges, or obstacles.
- Must be enthusiastic and forward thinking – a “make things happen” personality with the poise, maturity, and substance appropriate for the leader of human resources.
- Thrives in a changing and growing environment and deals well with flexibility.
- Must possess the highest standards of honesty and integrity as to properly represent the company, its executive team, and its status in the national marketplace.

GEOGRAPHIC LOCATION

Greater Kansas City has earned a reputation for being one of the nation's best places to live and work. It is routinely the recipient of awards and recognition such as being named by Far & Wide magazine as one of the most livable Cities in the U.S. in its 2023 rankings. Kansas City is home to outstanding cultural and arts facilities and major athletic teams, the region has achieved numerous for high rankings in charitable giving, affordability, raising a family, the redeveloped downtown, technology, museums, sports facilities and culinary accomplishments. Kansas City is also home to four professional sports teams: Sporting Kansas City (Major League Soccer), the Super Bowl Champion Kansas City Chiefs (National Football League), the Kansas City Royals (Major League Baseball), and the Kansas City Current (National Women's Soccer League) For a listing of relevant rankings in 2024, please see the following:



[2024 RATINGS & RANKINGS](#)

Websites that provide meaningful information about the region are as follows:

- [Kansas City Convention & Visitors Association](#)
- [Kansas City Area Development Council](#)

- [Welcome to Kansas City Video](#)
- [KC Options](#) (living and working in KC)
- [Why Kansas City Video](#)

COMPENSATION

Base compensation will be market-based, corresponding to the experience level, credentials, and personal characteristics of the candidate. A management incentive plan is also part of the package with a full range of employee benefits including an above market 401(k) program (10% matching provision); health, dental, life and disability insurance. Industry standard relocation expenses are reimbursable and will be tailored to the successful candidate's needs; however, the company anticipates the candidate to be located in the Kansas City region.

NON-DISCRIMINATION

Our client and EFL Associates support equal opportunity for all individuals, regardless of age, race, gender, creed, national origin, disability, veteran status or any other protected category pursuant to applicable federal, state, or local law.

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