

Regional HR Business Partner – HYBRID – King of Prussia PA

Job# 23-00357

Job Description

Our client, an organization dedicated to assisting individuals on the Autism Spectrum, is looking to add **Regional HR Business Partner** to their rapidly growing corporate office, based in King of Prussia, PA. This position would be responsible for locations in NJ, CT and Southern Philadelphia. The company is offering:

- Base salary and bonus potential, plus benefits
- Hybrid work flexibility. (Remote on Fridays).
- The opportunity to grow and develop an HR department within a rapidly expanding organization

These positions will:

- Propose and execute policies and programs that bolster team member performance, engagement, development, and accountability.
- Be responsible for defining, collecting, analyzing, and presenting data and metrics to evaluate the effectiveness of people-related initiatives. You will utilize insights to identify growth opportunities.
- Organizational workforce performance management duties including collaborating with leaders to enhance team performance by setting team goals, providing performance feedback, and conducting reviews to boost overall organizational performance.
- Support leaders in managing the team member experience, from setting salaries, to onboarding, to the performance management process, including writing and delivering annual performance management, critical feedback, and positive acknowledgements.
- Synthesize and convey staff feedback to assigned leaders to convey areas of opportunity and partner on retention initiatives for designated areas with leaders.
- Act as a thought leader within the region, offering consultative advice across all clinics to ensure consistency.
- Partner with leaders to oversee end-to-end talent management processes and administer or coordinate compliance training, leadership training, employee training, new hire orientation, leader coaching, and offboarding (exit interviews).
- Employee engagement duties include partnering with leaders within your region to ensure ongoing engagement events with employees and promoting awareness of benefits, well-being, and other programs.
- Facilitate the rollout of open enrollment as needed, proactively execute structured programs, including team building and well-being initiatives, to drive engagement, and identify and execute employee retention and recognition initiatives across the region.
- Also be responsible for employee relations, interpreting and providing guidance to leaders and employees on policies and relevant employment laws, collaborating with and supporting organizational leaders in effective coaching, counseling, and disciplinary strategies for employee relations issues, fostering and reinforcing our positive, collaborative, and compassionate culture, and supporting the welcoming and inclusive environment.

The ideal candidate will have:

- A bachelor's degree or equivalent experience in HR or Organizational Development
- At least five years of strategic HR Business Partner experience, being a professional HR representative with a history of collaboration and leadership development
- Must have SHRM or HRCI certification, with extensive knowledge of various state laws related to human resources
- Ability to travel to regional locations as needed; 40% travel required for this role
- Ability to commute to the King of Prussia office four days per week.

This is a **full time, direct hire** opportunity.

Please email resumes to Gregg Podolski at gpodolski@emersongroupinc.com