

Human Resources Director

Job Requisition: JR10010376

Job Profile: HR Director (B)

University of Wisconsin-Madison, Division of Facilities Planning & Management (FP&M),
Office of the Associate Vice Chancellor, Human Resources

Job Summary:

The Human Resources Director for the Division of Facilities Planning & Management (FP&M) is a mission driven, strategic leader at the heart of one of campus's most essential operations. FP&M is the team that builds, maintains, and keeps the UW-Madison campus running 24/7 so that world class teaching, research, and student life can thrive. As HR Director, you will shape and support the incredible workforce behind this mission: more than 1,300 employees across eight departments, all working together to keep campus moving forward.

FP&M is the division responsible for planning, building, operating, and sustaining the UW-Madison campus. Bringing together planning, design, construction, operations, safety, transportation, sustainability, and administrative services, FP&M supports the full life of the campus- from long-range and capital planning to the daily work that keeps spaces safe, functional, and welcoming. This breadth makes FP&M uniquely complex and people-focused, with a workforce that includes many different types of roles across the division. The Human Resources Director plays a critical role in supporting this division by partnering with leaders and employees to strengthen workforce planning, labor and employee relations, talent development, and a respectful and supportive workplace culture that enables FP&M's people to do their best work in service of the university.

In this role, you'll lead HR strategy for a diverse, multi shift, multilingual workforce and collaborate closely with leadership to design thoughtful, forward-looking solutions in recruitment, labor and employee relations, staff development, performance management, compensation, and compliance. You'll help build a workplace where people feel respected, supported, and engaged, and where inclusion is part of our everyday work.

Reporting to the Deputy Chief Facilities Officer for FP&M, the HR Director is a trusted advisor to managers and supervisors and a strong partner to campus HR leadership. You'll also collaborate with campus partners to ensure shared services are delivered smoothly and effectively to support employees and daily operations.

This is a meaningful opportunity for a collaborative, people centered HR leader who wants to make a lasting impact guiding the HR vision for a division that keeps UW-Madison safe, welcoming, and fully operational every single day.

Education:

Bachelor's Degree Preferred; focus in Human Resources Management or related field, preferred

SHRM-CP and/or SHRM-SCP, preferred

Required Qualifications:

- Minimum of 6 years of progressively responsible experience in HR, including at least 3 years in an HR leadership or supervisory role.
- Excellent written and oral communication skills with the ability to adapt communication style to meet different audiences and situational needs.
- Experience in at least 3 of the 5 following technical competencies:
 1. Interpreting human resources-related laws, policies, and procedures, such as the Fair Labor Standards Act (FLSA), Equal Opportunity and Affirmative Action (EEO/AA), Title IX, and the Americans with Disabilities Act (ADA).
 2. Workforce relations, including recommending dispute resolution approaches and building strong cross-functional partnerships.
 3. Proven ability to develop and implement multi-year strategic workforce plans aligned with organizational goals.
 4. Recruitment, assessment, and selection of talent.
 5. Titling and compensation administration.

Preferred Qualifications:

- Experience as a direct supervisor, including performance management, providing mentorship, and fostering a positive team environment.
- Experience leading and advocating for change management initiatives.
- Experience working in higher education, facilities, or manufacturing environment.
- Experience supporting large, complex organizations with diverse roles and job functions.
- Experience working in a multi-shift, multi-lingual environment.
- Experience working with organizations that operate 24/7
- Experience working with labor relations and/or unionized trades workers