

## **Human Recourse Generalist**

Point University is a private liberal arts institution that educates our students within a Christian worldview so they are equipped to take their faith into the marketplace and all of life while achieving their professional goals. We are training the next generation of Christian leaders to take the cross to more job sites, churches, industries, and nations than ever before.

The HR Generalist acts as a strategic business partner and HR business consultant. The role is responsible for ensuring the effective and consistent delivery of human resources services including: coaching/counseling employees and management, sourcing and selection, performance management programs, organizational effectiveness, compensation and providing HR leadership. Specific activities include but are not limited to: anticipating and meeting client needs, executing service delivery systems, creating integrated solutions to business problems or issues, acting as an employee and company advocate that can balance decision making appropriately. This position is also responsible for developing relationships with individuals, employee groups and leaders of the business to communicate university policies/programs/procedures while providing leadership around organizational change, process consultation and organizational development. The HR Generalist role is central in imparting HR expertise to management personnel and influencing clients based on company policy, focus on positive employee relations and applicable laws. The HRG often serves as project lead/representative for university projects, managing timelines and working across teams and develops both strategic and tactical plans.

### **Competencies**

- Business Acumen and Maturity
- Communication
- Consultation
- Quality Decision Making
- Global & Cultural Awareness
- HR Expertise
- Managing Change and Ambiguity
- Project Management

### **Minimum Qualifications**

- Bachelor's degree in related field

### **Preferred Qualifications**

- 5 years of HRG experience
- SPHR-CP certification
- Master's degree in human resources or related field
- Six Sigma certification