

# The Agricultural & Labor Program, Inc. Job Announcement:

## Human Resources Director

The Agricultural and Labor Program, Inc. is seeking an experienced HR leader to direct the Human Resources function of the agency. The Agricultural and Labor Program, Inc. (ALPI) headquartered in Lake Alfred, Florida is an IRS certified 501(c) (3) private, nonprofit organization. The Agricultural and Labor Program is a direct descendent of The Agricultural and Labor Project, established in 1968 by the Coca-Cola Company to improve the quality of life for farmworkers in their Florida citrus operations. Today, ALPI serves the total spectrum of socially and economically disadvantaged children and families throughout Florida. ALPI's mission is to propose, implement, and advocate developmental and human service delivery programs for the socially and economically disadvantaged; children and families; and farmworkers.

**General Description:** The ideal candidate will be a seasoned Human Resource leader with broad knowledge of all areas of human resources. The Human Resources Director is responsible for the development, implementation, and administration of human resources programs and services, for the agency. The major areas of responsibility include employment, employee relations, job classification and salary administration, benefits administration, employee training and development, safety, HR policies development and interpretation, and compliance with HR laws and regulations. The successful candidate will manage and administer Human Resources practices and objectives that will provide a balanced program throughout all divisions and departments. **The position reports to the CEO of the agency.**

### **Supervisory Responsibilities:**

Directly supervises employees in the Human Resources Division. Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning and directing work; appraising performance; addressing complaints and resolving employee relations concerns.

**Education and Experience Requirements:** Requires a Bachelor's degree in Human Resources Management, Public Administration, Business Administration or closely related field, from a four year college or university; a minimum of five years' experience in Human Resources with a broad knowledge of all Human Resources disciplines; and three years' experience managing a Human Resource Department or equivalent combination of education and experience. SPHR, PHR, SHRM-CP, SHRM-SCP certification, and nonprofit Human Resource experience preferred.

**Compensation:** This position is full time and includes Agency benefits of health and dental insurance, 403 B plan, sick and vacation pay. Hiring Salary range \$63,413.00 - \$69,760.00

**Deadline to Apply:** August, 23, 2019; **Expected Start Date:** September 23, 2019

**NO PHONE CALLS OR DIRECT CONTACT WITH THE AGENCY PLEASE!**

All individuals interested in applying for this position, should email or mail a cover letter and resume to GLM Management Consulting Group, LLC at: [info@glmconsultinggroup.com](mailto:info@glmconsultinggroup.com)

GLM Management Consulting Group, LLC  
1005 Old Lantern Court  
Raleigh, NC 27614  
**Attention:** ALPI HR Director

*Employees and applicants shall be afforded equal opportunity in all aspects of employment without regard to race, color, religion, political affiliation, national origin, disability, marital status, gender or age.*