

## **BLOOMFIELD TOWNSHIP, MICHIGAN -- DIRECTOR OF HUMAN RESOURCES**

Bloomfield Township, MI (pop. 44,253) - The Charter Township of Bloomfield is located in the economic heart of Oakland County, Michigan. With easy access to all of southeast Michigan, including Detroit and Ann Arbor, Bloomfield Township is an ideal location to live and work.

This newly created role, reporting directly to the Township Supervisor, will be critical in shaping the Township's culture, driving employee engagement, and supporting organizational success. This position requires a strategic mindset, strong leadership abilities, and a passion for creating a positive and engaging work environment. The role will require a person to be equally comfortable leading the HR function and performing the HR tasks.

Bloomfield Township has 253 full-time and 59 part-time employees and various seasonal employees. The Township has 8 labor agreements, covering most of the full-time employees. The ideal candidate will have strong knowledge of HR best practices, public sector labor relations, and municipal budget management. Exceptional communication and interpersonal skills to effectively work with leadership, staff, union officials, and the community are required. The ability to maintain confidentiality and manage sensitive situations with professionalism is essential.

### Key Opportunities

- As the Township's first Director of HR, this is an opportunity to collaborate with leadership to strengthen the Township's decentralized human resources functions and establish human resources as a central, strategic component of the organization.
- The Township's adopted Strategic Plan outlines clear objectives, outcomes, and performance measures for developing and maintaining an exemplary workforce. The Township Supervisor, Directors, and other key stakeholders are fully committed to supporting the new Director in achieving these goals.

### Minimum Qualifications

- Bachelor's degree from an accredited college, preferably in Human Resources, Business Administration, or Public Administration. Professional HR certifications (such as SHRM-SCP, SPHR) are strongly preferred.
- A minimum of eight (8) years of progressively responsible human resources experience, including at least four (4) years in a leadership or management role.
- Demonstrated experience working with Human Resources Information Systems (HRIS); experience with New World (Tyler Technologies), BambooHR, and Laserfiche is preferred.

Wage range of \$100,000 to \$130,000, DOQE, with an excellent benefit package.

The workday schedule is 7:00 am to 5:30 pm, Monday through Thursday (Township offices are closed on Friday). This is an exempt, nonunion position. Evening meeting attendance, as needed, is expected.

Bloomfield Township is an equal opportunity employer and does not discriminate based on any characteristic protected by law.

Candidates will be reviewed upon receipt of application, with preliminary reviews to be completed by **May 15, 2025**. For questions, contact Jaymes Vettraino, [jobs@vettrainoconsulting.com](mailto:jobs@vettrainoconsulting.com).

**[CLICK HERE TO APPLY \(hyperlink to the application\)](#)**