



## **Job Description: Chief People Officer (CPO) for Detroit PAL**

**Position Title:** Chief People Officer (CPO)

**Location:** Detroit PAL's Headquarters, The Corner Ballpark

**Reports To:** Chief Executive Officer (CEO), Fred Hunter

**Employment Type:** Full-Time, Exempt

### **About Us**

Detroit PAL is a non-profit that believes Detroit's Future is Kids First! We are passionate and purpose-driven, with a mission of Helping Youth find their Greatness. Detroit PAL is doing great things in the City and region through athletics, enrichment programs, and community initiatives that positively impact 10,000+ youth annually. We teach our G.R.E.A.T. Model of Goal-setting, Resilience, Embracing a healthy lifestyle, Accountability, and Teamwork. PAL empowers the community by training and partnering with 1,000 coaches and volunteers, by running quality youth development programs, and by creating safe places for kids to play. Detroit PAL's headquarters is at The Corner Ballpark, the site of the Old Tiger Stadium on Michigan near Trumbull. We facilitate programming at 75+ other locations and facilities.

### **Position Summary**

The Chief People Officer (CPO) will lead the development and execution of human resource strategies that support the overall mission and goals of the organization. This role is pivotal in shaping the organizational culture, enhancing staff development, and ensuring compliance with all relevant laws and regulations.

### **Key Responsibilities**

#### **1. Culture Development**

- Foster a positive, inclusive, and mission-driven organizational culture.
- Implement initiatives that promote employee engagement and well-being.
- Lead diversity, equity, and inclusion (DEI) efforts.

#### **2. Staff Development and Training**

- Design and implement comprehensive staff development programs.
- Identify training needs and create training programs to enhance employee skills and performance.

- Support leadership development and succession planning.

### **3. Recruiting**

- Develop and implement effective recruiting strategies to attract top talent.
- Oversee the entire recruitment process, from job postings to onboarding.
- Build relationships with educational institutions and other organizations to create a talent pipeline.

### **4. Compliance**

- Ensure compliance with all employment laws and regulations.
- Develop and maintain HR policies and procedures.
- Oversee employee relations and handle any workplace issues or disputes.

### **5. Payroll and Benefits**

- Manage payroll processes to ensure timely and accurate compensation.
- Oversee the administration of employee benefits programs.
- Evaluate and recommend improvements to benefits offerings.

### **6. Performance Management**

- Develop and implement performance management systems.
- Conduct regular performance reviews and provide feedback.
- Create strategies to recognize and reward high performance.

### **Qualifications**

- Bachelor's degree in Human Resources, Business Administration, or related field; Master's degree preferred.
- Minimum of 10 years of experience in HR leadership roles, preferably in the nonprofit sector.
- Strong knowledge of HR practices, employment laws, and regulations.
- Excellent interpersonal and communication skills.
- Proven ability to lead and develop HR teams.
- Commitment to the mission and values of Detroit PAL.

### **Application Process**

Interested candidates should submit a resume and cover letter detailing their qualifications and experience to [Blaire.Miller@huntergroup.com](mailto:Blaire.Miller@huntergroup.com) , our retained executive search consultant.