



Position Title: Director of People and Culture

Employment Status: Full Time, Salaried, Exempt

Location: Columbus, Ohio (on-site 5 days per week)

About Habitat MidOhio

Habitat for Humanity-MidOhio (Habitat MidOhio), is an Ohio non-profit housing organization working to solve the affordable housing crisis in the Central Ohio region. Established in 1987, Habitat MidOhio serves the communities of Franklin, Licking, and Madison Counties.

Mission Statement: Seeking to put God's love into action, Habitat for Humanity – MidOhio brings people together to inspire hope, build homes, empower families, and develop communities.

Vision Statement: A world where everyone has a decent place to live.

Habitat MidOhio's North Star: *We are a leader in connecting people to opportunity and hope through obtaining and maintaining affordable housing.*

Habitat MidOhio operates under the following **Core Values**. These values are the organization's guiding principles for how we behave with each other and those we serve and work with.

Inclusive Teamwork, Ownership-based Accountability, Trust-based Stewardship,
Transparent Communication, Service to Others

About the Role

The Director of People and Culture (DPC) reports directly to the Chief Advancement and People Officer on Habitat MidOhio's senior leadership team, providing strategic oversight of the organization's human resources, employee engagement, and cultural initiatives. The DPC is responsible for developing and implementing policies and programs that foster an inclusive, high-performing workplace aligned with Habitat MidOhio's core values and strategic priorities. This role oversees talent acquisition, diversity, equity, and inclusion initiatives, employee development, performance management, and HR operations, ensuring a positive employee experience and a strong organizational culture.

Each employee at Habitat MidOhio helps extend the agency's mission in particular ways, as outlined in the position description.

Day to Day:

Strategic Leadership & Culture Development

- Lead and implement the Core Values strategy, including the rollout and Core Values Ambassadors program.

- Drive employee engagement initiatives, including regular surveys, action plans, and monthly all-staff programs.
- Champion diversity, equity and inclusion (DEI) efforts, ensuring policies and programs foster an equitable workplace.
- Oversee employee recognition, including BROADCAST, the digital recognition platform.

Talent Acquisition & Workforce Planning

- Develop and execute recruitment strategies to attract and retain top talent.
- Strengthen the onboarding process for retail stores (“ReStores”) and all other departments.
- Collaborate with leadership on succession planning and internal mobility strategies

Employee Development & Performance Management

- Oversee Individual Development Plans (IDPs) for employee growth and career progression.
- Lead training and professional development initiatives, ensuring alignment with organizational needs.
- Implement a structured performance review process, improving transparency and growth opportunities.

HR Operations & Compliance

- Manage HR policies, including the PTO donation program and parental leave policy.
- Ensure compliance with employment laws, benefits administration, and workplace safety in partnership with relevant teams.
- Partner with leadership on conflict resolution, performance coaching, and employee relations.

Collaboration & Communication

- Foster strong relationships with IT, Safety, Retail, and other departments to improve interdepartmental communication
- Work closely with the Chief Advancement and People Officer on cross-functional initiatives
- Serve as a key advisor to senior leadership on people-related strategy and cultural initiatives

Qualifications & Experience

- 7+ years of HR, people management, or organizational culture leadership experience (nonprofit experience preferred)
- Proven success in employee engagement, DEI, talent acquisition, and performance management
- Strong knowledge of HR compliance, employment law, and best practices
- Experience leading strategic people initiatives and cultural transformations
- Excellent communication, interpersonal, and change management skills

- Passion for Habitat for Humanity's mission and commitment to fostering an inclusive workplace

Additional Information

Compensation & Benefits

- Salary range: **\$75,000 to \$90,000** annually + discretionary bonus opportunity
- Paid Time Off program + 12 paid holidays
- Health Care Plan (Medical, Dental & Vision) – a generous portion is paid by Habitat MidOhio
- \$2,500 annual employer-funded Health Reimbursement Arrangement (HRA) account
- Company Paid Life Insurance and Short- and Long-Term Disability
- Employee Assistance Program
- 401(k) enrollment upon 6 mos. of employment: 50% employer match up to 6% of salary
- Training & development programs
- Monthly cell phone stipend or company cell phone

The above statements reflect the general duties, responsibilities, and competencies necessary to perform the job's essential duties and responsibilities. They should not be regarded as a detailed description of all the work requirements of the position. Habitat MidOhio may change the specific job duties with or without prior notice based on the organization's needs.

Learn more about Habitat's impact: www.habitatmidohio.org

TO APPLY: Please submit a cover letter and resume (*Word or PDF format – one combined file preferred*) to Jeremy Ball, Chief Advancement and People Officer at **careers@habitatmidohio.org** with "**Your Name >>>Director of People and Culture>>>**" in the subject line.

No phone calls, please. Applicants selected for an interview will be contacted.

EQUAL EMPLOYMENT OPPORTUNITY (EEO)

Habitat for Humanity-MidOhio is committed to building and retaining a diverse workforce. We strongly encourage qualified candidates of diverse backgrounds to apply. We believe the inclusion and amplification of our differences create a more effective workplace and a more compassionate world.

All qualified applicants will receive consideration for employment without regard to national origin, race, color, religion, age, sex, sexual orientation, marital status, individuals with disabilities, and equally to disabled veterans and veterans of the Vietnam Era.