



## Director of Talent

Student Leadership Network (SL Network) operates three programs that empower young people from underserved communities to access educational opportunities that prepare them to lead successful lives: The Young Women's Leadership Schools (TYWLS), a high-performing network of all-girls public secondary schools; CollegeBound Initiative (CBI), a comprehensive college access and success program for young men and women; and the Young Women's Leadership Network (YWLN), a national network of 15 all-girls schools modeled after our TYWLS network. SL Network programs promote a college-going culture in schools and make the dream of college a reality for the students we serve. To learn more, visit our website at: [www.Studentleadershipnetwork.org](http://www.Studentleadershipnetwork.org).

SL Network is seeking a full-time **Director of Talent** to lead the talent functions of a growing educational non-profit with over 70 employees and an \$11+ million budget. Reporting to the Chief Operating Officer (COO), the Director of Talent will provide critical, high level support to the Leadership Team, especially as it relates to the organization's talent strategy and all things related to org-wide culture. This will include but not be limited to developing and evolving org-wide routines, systems, and infrastructure to support team culture, professional development, performance management, and talent planning. The Director of Talent will be responsible for ensuring Student Leadership Network attracts, develops, and retains the talent we need to continue to grow and thrive.

### Primary Responsibilities:

#### Talent Management and Development

- Identify ways to evolve our current talent management practices by staying current with the latest trends and providing recommendations and insights based on industry best practices. Specific areas of focus include:
  - Codifying performance expectations across the organization by job level.
  - Revamping our performance evaluation system to better align to our core values and expectations.
  - Ensuring staff have access to opportunities for meaningful professional growth and development.
  - Reviewing our internal and external hiring processes to ensure equitable practices across the organization.
- Develop new strategies to build high quality, diverse talent pipelines.
- Collaborate with hiring managers to ensure compelling and accurate role descriptions.



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- Refine our selection process with a keen eye toward alignment to our mission and core values, with a particular focus to ensure alignment to our commitment to diversity, equity, and inclusion.
- Support the organization’s goal of being a best-in-class organization for staff to work for by:
  - Understanding and elevating the needs of staff through organizational survey data and feedback discussions.
  - Prioritizing staff learning and culture-building opportunities and activities in response to feedback.
- Design and coordinate learning opportunities across the organization and develop systems for evaluation the impact of those opportunities, including whole team meetings and retreats.
- Design and support implementation of initiatives to help managers across the organization become more effective in their roles supporting the growth and learning of a diverse team.
- Advance the organization’s work to develop a diversity, equity, and inclusion strategy by integrating the work stemming from that strategy into all human capital systems, structures, and processes.

### **Staff Management**

- Manage a small team that is responsible for managing all aspects of day-to-day hiring and recruitment activities, staff onboarding, and HR administration.
- As a team, identify ways to become more operationally efficient as an organization, particularly as it pertains to human capital related paperwork and compliance.
- Meet regularly with direct reports to assess progress toward individual performance and department goals.
- Conduct formal annual performance reviews and provide informal ongoing feedback to direct reports in an effort to support their growth and development.
- Maintain a supportive, inclusive, positive work environment and ensure direct reports feel connected to the mission.

### **Key Qualifications:**

- Bachelor’s Degree required; an advanced degree is preferred.
- 7+ years relevant HR experience including talent acquisition, employee relations, and organizational development, with prior experience managing a human resources team.
- Experience developing and/or managing inclusive talent management processes.
- Experience engaging in conversations that advance diversity, equity, and inclusion principles.
- Strong communication skills and high emotional intelligence.
- Familiarity with HR information systems and track record of setting and meeting ambitious HR performance metrics.
- Experience making decisions pertaining to benefits and compensation.
- Demonstrated commitment to SL Network’s mission, vision, and core values.
- Ability to prioritize, handle multiple responsibilities, and meet deadlines.
- Detail-oriented, independently motivated, organized, and efficient.



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**Compensation:** Competitive/commensurate with experience. FLSA Status: Exempt. Student Leadership Network is an equal opportunity employer.

**Benefits:** Medical, Dental, Vision, PTO, FSA and 401K matching.

**Application instructions:** Please email your resume and cover letter to [Talent@studentleadershipnetwork.org](mailto:Talent@studentleadershipnetwork.org). Please enter "Director of Talent" in the subject line. Please mention where you saw this ad.



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