

CITY OF MINNEAPOLIS

## Workforce Director - Health

### Position profile

#### OUR CITY



As the largest and most vibrant city in the state, Minneapolis depends on purposeful, dedicated and innovative employees. Minneapolis has a large variety of careers for people of all experiences and backgrounds who come together for a singular purpose—serving the residents, businesses and visitors of Minneapolis.

Learn about what makes Minneapolis great.

[www.minneapolis.org/visitor](http://www.minneapolis.org/visitor)

#### OUR WORKFORCE



Over 3900 employees at the City of Minneapolis faithfully serve the residents, businesses and visitors of the City every single day. Some jobs are more visible in the community while some are behind the scenes, but each employee at the City plays a role in keeping Minneapolis a vibrant place that tops many lists. Our employees look for ways to keep Minneapolis at the leading edge, offering services and policies that are more comprehensive and progressive than the vast majority of cities. Our employees are a key reason why Minneapolis is a place where all people have an equitable opportunity for success and happiness.



Our purpose, to serve the residents, businesses and visitors of Minneapolis is at the foundation of everything we do. It shapes our priorities, our work, and our culture. It drives our employees to look for new ways to serve, creating an innovative and engaged culture.

*The employees of the City of Minneapolis are aligned for a singular purpose -to serve our community.*

#### MISSION STATEMENT AND VALUES

The Minneapolis Health Department improves the quality of life for all people in the city by protecting the environment, preventing disease and injury, promoting healthy behaviors and creating a city that is a healthy place to live, work and play. This work is guided by the following values: investing in a healthier and more equitable community; exercising leadership in Public Health; practicing continuous improvement; and protecting from harm.

#### THE DEPARTMENT

The Minneapolis Health Department is a unique urban public health department that focuses on strategic approaches to creating a city that is a healthy place to live, work and play. Our work focuses on healthy living and food security; emergency preparedness; maternal and child health; environmental protection and sustainability; healthy homes; school-based clinics, food, lodging and pools inspections; health equity and health policy; among many other innovative new programs. The department has approximately 150 staff across its varied divisions and operates with an annual budget of approximately \$32 million dollars. We are seeking to continue to create and develop a workforce that is representative of all of the communities and cultures of Minneapolis.



## THE POSITION

The Workforce Director is the Minneapolis Health Department's culture and workforce strategist. Their work is directional and strategic in nature, impacting all areas of the agency and its employees. The Workforce Director's mission is to attend to cultural health and workforce well-being. Through trusted relationships, partnerships, and careful listening (to people and to data), the Workforce Director designs and leads/facilitates culture strategies that help the organization live into its core values, including racial equity and reducing health disparities.

- Support the Health Department in vision and strategy development in the areas of responsibility. Help us succeed through idea development, organizational consultation, facilitation, and leading innovation.
- Work with the City's Chief Human Resources Office (CHRO) on vision and strategy development. Help establish HR as a driver of culture and workforce health, equity, and well-being.
- Develop and implement agency culture strategies that increase alignment between our culture and core values and enhance the department business and community relationships.
- Develop and implement workforce strategies that increase the health, equity, and well-being of department employees.
- Develop and oversee a career pathways program that helps the department to attract and retain a diverse workforce that is reflective of the communities we serve and assures an equitable workplace.
- Develop and launch an employee experience program that will elevate employee experiences with a focus on equity, human-centered design thinking, and data to move us toward innovation and engagement.
- Assess skills and gaps in the workforce to develop continuous learning and professional development plans for staff.
- Lead the development of workforce analytics to support decision-making on people matters across the organization and ensure a model exists to maintain the workforce in a scalable, sustainable, and equitable manner.
- Provide organizational consultation, coaching, mentoring, and executive facilitation as needed.
- Use analytics to highlight workforce culture and employee health, equity, and wellbeing.
- Help the department to clarify and implement its mission, vision, and values and embed those, especially equity, innovation, and engagement in all of our work.

## DESIRED CAPABILITIES

- Understanding and practice in the principles and tools for workforce engagement.
- Proficiency in the development and implementation of workforce development strategies such as recruitment and hiring; onboarding; learning and growth; leader development; and engagement and retention.
- Proficiency in co-creating organizational strategies and building shared commitments with executive-level leaders. Excellent communication skills with the ability to:
- Interact effectively with others across a broad spectrum of managerial, administrative, and professional staff, especially executive level leaders.
- Write clearly and effectively for a variety of audiences.



In addition, the City has adopted the following competencies for all leadership positions:

- **Focus on results:** takes initiative, drives for results, and establishes stretch goals;
- **Personal capability:** demonstrates technical/professional expertise, solves problems and analyzes issues, innovates, and practices self-development;
- **Character:** displays high integrity and honesty;
- **Leading change:** develops strategic perspective, champions change, and connects the group to the outside world;
- **Interpersonal skills:** communicates powerfully and prolifically, builds relationships, develops others, inspires and motivates others to high performance, and collaborates and fosters teamwork;
- **Cultural agility:** demonstrates an awareness of, and sensitivity to, the needs and concerns of individuals from different perspectives, cultures, and backgrounds. These differences may include education, job preference, work style, race, gender, country of origin, disability, age, sexual orientation, gender identity, etc. Respects differences and adjusts behavior and communication style to best meet the needs of the group or individual. Accepts one's own cultural identity and sees the value of other points of view; and
- **Strives to create a racially equitable work environment:** develops policies, practices, and makes strategic investments to reverse racial disparity trends, eliminate institutional racism, and ensure that outcomes and opportunities for all people are no longer predictable by race. Through consistent behaviors and actions, fosters an equitable work environment. Creates fair and just opportunities and outcomes for all people.

#### EDUCATION AND EXPERIENCE

Bachelor's or Master's degree in Human Resources Management, Workforce Development, Psychology, Accounting, Communication, Business or equivalent degree.

Five (5) years of related experience with a Master's Degree or seven (7) years of related experience with a Bachelors degree.

#### COMPENSATION

This appointed position has a competitive compensation package. Salary ranges from \$114,090 – 135,247 annually, depending on experience. Benefits include health and dental insurance, flexible spending accounts, disability insurance, employee assistance program, vacation, sick leave, paid parental leave, pension plans, and deferred compensation retirement savings.

#### TO APPLY

The position will remain open until filled. Priority will be given to those who submit a resume and cover letter by May 23 . To apply and submit your resume for this opportunity, go to the [City of Minneapolis career page](#).

The City of Minneapolis is an Equal Opportunity Employer.