



Director of Culture, Talent and Engagement

Overview:

For over 50 years, [The Ark](#) has been the only Chicago organization to provide free, comprehensive human services to Chicagoland's diverse Jewish community. Empowering individuals on their path to self-reliance is the daily goal of our talented, empathetic teams. Financial, employment, medical and emotional challenges can affect anyone. The Ark partners with our Jewish community to help our clients achieve a stronger future.

Needs increase, and we continue to grow. Because The Ark values our highly professional and dedicated staff, we are seeking a passionate and forward-thinking **Director of Culture, Talent & Engagement**. Reporting to the CEO and working with the senior leadership team, this role will focus on cultivating an inspiring workplace culture, optimizing performance management systems, and spearheading talent development initiatives. The right candidate will be integral in shaping our organizational success by ensuring every team member feels valued and supported. This new leadership opportunity requires collaboration with team leaders across the agency, a strategic and tactical approach, and experience in human resource management, employee engagement and talent development.

Primary Function:

- Provide strategic leadership with human resource expertise to ensure The Ark has the right people, systems and processes to meet its goals and fulfill its mission
- Create and execute strategies for recruitment, retention, performance management, employee recognition, professional development, and employee engagement
- Drive organizational change through collaboration and innovation

Responsibilities:

Recruitment, Retention and Performance Management (35%)

- Oversee outreach and recruitment efforts to build the optimal team for achieving The Ark's mission
- Manage/support the onboarding experience for new staff to understand and respect The Ark's culture and the organization's priorities
- Design/ implement a transparent, fair, and growth-oriented performance management system
- Coach managers and leaders on providing ongoing effective feedback, goal setting and assessing progress, and identifying career advancement opportunities
- Ensure alignment across the organization between individual performance, team goals, strategic priorities and organizational objectives

Talent & Culture Development (35%)

- Build/oversee advancement opportunities, including leadership development and skill development

- Identify/ address organizational learning and professional development opportunities for managers and all staff
- Build frameworks for identifying and nurturing high-potential talent
- Lead efforts to define, enhance, and embed The Ark's core values and culture across the organization

Employee Engagement (15%)

- Enhance and oversee internal communications to keep staff informed, engaged and connected
- Oversee employee engagement surveys, pulse surveys, focus groups and other feedback channels
- Engage staff and partner with leadership to create initiatives promoting employee engagement, well-being, and belonging
- Turn employee feedback into action plans and continuously report on progress to leadership and staff

Strategic Leadership (10%)

- Leverage data and analytics to assess the impact of talent initiatives and drive continuous improvement
- Stay abreast of industry best practices and trends, implementing innovative approaches to talent management

Other Duties (5%)

Qualifications & Skills:

- Experience in talent management, organizational development or human resource leadership roles
- Bachelor's degree preferably in Human Resources, Organizational Development, Non-Profit Administration; Master's degree preferred
- 7-10 years of progressive experience in building and sustaining organizational culture, performance management systems and talent development strategies
- Excellent leadership, communication and relationship building skills
- Action-oriented, entrepreneurial, and motivational style
- Demonstrated commitment to uphold confidentiality and ability build trusting partnerships with staff
- Highly proficient in technology, including Microsoft Office, presentation tools and multi-media options
- Strong written/verbal communication with dynamic public speaking skills
- Knowledge and sensitivity to support and work within the cultural context of the Jewish community

Salary & Comprehensive Benefits Overview:

- Pay Range: \$75,000 - \$95,000 annually
- Excellent comprehensive benefits package, with significant sponsorship by The Ark
 - Generous PTO policy that includes vacation and sick time
 - Medical & Prescription Drugs, Dental and Vision Coverage; Healthcare Savings and Flexible Spending Accounts

- Employer paid Life/AD&D Insurance, Short-term Disability and Long-term Disability
- Optional additional employee and dependent basic term life/AD&D insurance
- Employer 403(b) retirement plan with employer match
- Employee Assistance Program
- Professional development opportunities
- Federal and all Jewish Holidays observed

To apply: Please submit your resume and cover letter to careers@arkchicago.org. with Director of Culture, Talent & Engagement as the subject. The Ark is an equal-opportunity employer.

The Ark's professional staff provide comprehensive case management and a broad suite of free services to those in need, including a medical, dental, and vision clinic; pharmacy; kosher food pantry; financial assistance; housing support; employment and financial counseling; mental health services, including a therapeutic day program for adults living with long-term mental health challenges; spiritual enrichment; and more. The Ark is headquartered in Chicago's West Rogers Park neighborhood, with a satellite office in Northbrook serving suburban clients.