



Director of People + Culture

Position Type: Full-time

What we do:

Designed to reinspire work and meetings, Roam is a comprehensive work, meet and office solution with seven locations in Metro Atlanta. Month-to-month memberships, private offices and technology-equipped meeting rooms accommodating 2 to 250 people allow small businesses and large corporations alike to work productively and with flexibility in design-enhanced environments.

Who we are:

Our story is centered on a counter-cultural approach to business and a people-first mentality that's activated in our desire to partner with stakeholders through the delivery of hospitality for the purpose of impacting lives.

Learn more about Roam and our culture on our [career page](#).

Director of People + Culture Purpose:

The purpose of the Director of People & Culture is to enable a high-performing organizational culture built on trust, fun, and servant leadership. The DPC (Director of People + Culture) is a champion for Roam's culture and will partner with key workplace leaders to craft a renewing and inspiring employee experience. The DPC is a positive servant-leader with business savvy, who is people-oriented and passionate about scaling organizational leadership. Combining a drive for results with a strategic approach to maximizing talent, the DPC exhibits high emotional intelligence and mastery in collaborating with the leadership team and other stakeholders to see Roam succeed.

The DPC role requires an awareness and understanding of all facets of the business offerings, grounded in a people-first mentality. Success for the DPC goes beyond strong financial performance and he/she is highly motivated by employee retention and high employee engagement. He/she is motivated to leverage their leadership to make a positive difference in the lives of others, and foster a work environment where all team members can thrive. The DPC focuses on nurturing and maximizing talent to the benefit of the individual and the company.

Responsibilities:

Talent Acquisition

- Partner with the Talent & Recruiting Associate to create an external talent pipeline
- Partner with TRA (Talent & Recruiting Associate) to equip team members to interview and assess talent
- Conduct final candidate interviews and assist in selection of candidates

Talent Strategy

- Partner with workplace leaders to identify talent gaps and workplace needs
- Design team models, workplace positions, and job descriptions
- Partner with workplace leaders in labor management ensuring metrics are hit

Talent Development

- Equip workplace leaders in engagement and development of team members
- Oversee training plan and onboarding for organization
- Coach workplace leaders in leading an empowered team built on trust, fun, and servant leadership
- Responsible for measuring health of teams and organization through quarterly team surveys and annual engagement survey
- Foster an environment of regular feedback and team member reviews

Talent Engagement

- Oversee activation of culture and employee experience
- Support experience of trust, fun, and servant leadership organizationally
- Partner with TRA to design meaningful team and social connection
- Partner with TRA in company-wide trainings and events

Benefits, Compensation, & Compliance

- Partner with Finance Director to design organization compensation structure
- Oversee enhancement of benefits, benefits renewal, and benefits administration
- Partner with Director of Finance in overseeing payroll systems and process
- Manage legal counsel partnership ensuring organization is compliant and aware of any changes in employee law
- Oversee termination practice, process, and confidentiality agreements

Experience + Requirements

- BA / BS in Business, Human Resources, Organizational Development or other related degree
- Human Resources, Talent Development, Consulting or related experience
- Strong communication, emotional intelligence, organization and project management skills
- Experience leading a high performing team and developing servant-leaders
- Experience in strategic planning and execution

Interested? Please apply our [career page](#) under 'Corporate Team'