

Job Title: Director of People Strategy**Location:** Washington, DC area (hybrid)**Reports To:** CEO**Employment Type:** Full-Time**Job Summary:**

We are seeking a dynamic and experienced leader to drive our people strategy and help us build a high-performing team with a strong culture and values. The ideal candidate will possess a deep understanding of HR best practices, a strategic mindset, a passion for fostering a positive workplace culture, and knowledge of the government contracting industry.

You will be responsible for overseeing the full range of HR functions, including talent acquisition, employee development, performance management, and compliance, while ensuring alignment with our organizational goals. In addition, you will also be responsible for helping cultivate our talent through mentoring, training, and continuous learning. Because we are a small business, our leadership team must work together as a unit to handle the full range of challenges and opportunities our company will encounter, and this role will participate in a wide range of leadership discussions and will directly advise our CEO.

Key Responsibilities:

- **Strategic Leadership:** Develop and implement people-related strategies aligned with the company's goals and objectives, promoting a high-performance culture with strong values.
- **Employee Development:** Design and oversee training programs, performance management processes, and career development initiatives to enhance employee skills and engagement.
- **Compensation and Benefits:** Manage compensation structures and employee benefits programs to ensure competitiveness and compliance with regulations.
- **Employee Relations:** Work with other members of the leadership team to foster a positive work environment by addressing employee concerns, managing conflicts, and promoting effective communication.
- **HR Policies and Compliance:** Develop and enforce HR policies and procedures that adhere to legal requirements and best practices.
- **Data-Driven Decision Making:** Utilize HR metrics and analytics to assess workforce trends, drive improvements, and inform strategic decisions.
- **Change Management:** Support organizational change initiatives, guiding teams through transitions and promoting adaptability.
- **Team Leadership:** Build and mentor a high-performing HR team, encouraging professional growth and collaboration.
- **Talent Acquisition:** Work with other members of the leadership team to attract, select, and onboard top talent as needed (as we are a small company, we recruit occasionally).

Qualifications:

- Bachelor's degree in Human Resources, Business Administration, Communications, Organizational Management, or a related field; Master's degree or HR certification (e.g., SHRM-SCP, SPHR) preferred.
- 8+ years of progressive HR experience, with at least 5 years in a leadership role.
- Excellent communication, negotiation, and interpersonal skills.
- Strong judgment and ethics.
- Knowledge of HR laws, regulations, and best practices.
- Proven ability to develop and implement HR strategies that support business objectives.
- Experience with career pathing and talent development.
- Experience with designing or running mentorship programs.
- Experience with workforce training and development.
- Demonstrated experience in change management and organizational development.

What We Offer:

- This is a unique opportunity for the right candidate to join our newly launched company's leadership team and to help us build a successful culture over the long term.

How to Apply:

Interested candidates should submit their resume and a cover letter outlining their qualifications and vision for the role to info@noctuastrategies.com. We look forward to hearing from you!