



**Director, Talent Development**

**Robert Wood Johnson Foundation**

**THE FOUNDATION**

The Robert Wood Johnson Foundation (RWJF) is the nation’s largest philanthropy dedicated to addressing the nation’s most complex health and health care issues. For more than 40 years RWJF has worked to address the problems that affect the health and health care of everyone in America. RWJF has taken bold steps to launch a vision to build a national Culture of Health with the goal to raise the health of everyone in our diverse society to the level that our great nation deserves, by placing well-being at the center of every aspect of life. This effort will take unprecedented collaboration among all parts of our communities and our society and it is only through meaningful partnerships that a movement for better health will be realized to bring about the important change we all seek today and for generations to come.

Creating a society that gives every person an equal opportunity to live the healthiest life they can—whatever their ethnic, geographic, racial, socioeconomic, or physical circumstance happens to be—is at the core of RWJF’s initiative to build a Culture of Health. Further, we recognize that achieving health equity requires removing social and economic obstacles to health such as poverty and discrimination. RWJF is partnering with base-building organizations in communities, policymakers, businesses, and others willing to find ways to identify, test and refine innovative solutions to one of the most pressing issues of our time. This requires calls for action within and across sectors—because progress in one area will advance progress in another. RWJF believes that America is at a transformational moment in health. If all the distinct issues across society that impact health can be connected through collaboration, the collective power can be harnessed to truly build a Culture of Health.

Please visit [www.rwjf.org](http://www.rwjf.org) to learn more about the Robert Wood Johnson Foundation.

**THE ROLE**

**LOCATION**

Princeton, NJ 08540

**REPORTING RELATIONSHIPS**

The Director Talent Development will directly report to the Managing Sr. Human Resources Officer, with a matrix relationship to the Vice President HR/Administration. This position will work collaboratively with other HR staff members, learning professionals, and service providers as well as members of the HR/Administration area. The Director will manage a team of 2.

**POSITION SUMMARY**

The Director Talent Development will be expected to take the Foundation to the “next level of development” in its goal of creating a more intense commitment to staff development activities.  In collaboration with the Managing Sr. Human Resources Officer and VP HR/Administration, the position will have great opportunity and flexibility to create a rich and versatile development agenda for staff.  The successful candidate must have the ability to envision the future and set a progressive development path to achieve future goals. They must have the ability to be flexible in their vision and goals, and excellent collaboration skills.  Additionally, they must be able to pivot to change their vision and path to fit changing priorities institutionally.  The successful candidate must also have an excellent sense of humor, high levels of creativity, superior emotional intelligence, enjoy being part of a team and value a close working relationship with their colleagues.

**KEY AREAS OF RESPONSIBILITY**

* Leads the innovative development of a talent development strategy, inclusive of broad and contemporary approaches, experiences, operations, and analytics/measurement.
* Leads the development and facilitation of trainings and professional development programs, including onboarding for new staff and ongoing learning opportunities for existing staff either directly or in partnership with resources, either internally or externally, with expertise in subject matter area.
* Partners and collaborates with HR, learning development professionals and Foundation managers to identify development needs/gaps and define desired outcomes; partners in the design and presentation of talent development programming.
* Researches and recommends management and professional training programs that focus on enabling the workforce to achieve and sustain continuous improvement.
* Defines best practices, maintain effective relationships, and ensure high service level commitments.
* Assesses current training and development curriculum and tools and recommends new approaches and procedures to effect continual improvements in service and efficiencies; develops and expands the current in-house training and development programs.
* Continually develops and facilitates new and innovative formal and informal learning opportunities such as workshops, lunch and learns, on demand learning, retreats, certificate programs, book clubs, administrative professional conferences, leadership academies, mentoring programs.
* Ensures all aspects of RWJF’s training strategy program incorporates and strengthens our commitment to diversity, equity, and inclusion at the Foundation and in our work.
* Negotiates and manages major third party contracts for the delivery of learning and training services, establishing the standards and metrics to track delivery.
* Supervises, coaches, mentors, and develops the talent development staff involved in these efforts.
* Collaborates with the talent development staff to ensure cohesive and consistent messaging of training initiatives, collaborates for the implementation of cost-effective solutions, and promotes institutional focus on professional development.
* Maintains knowledge of best practices and organizational culture in order to develop and deliver targeted and effective talent development and engagement programs and initiatives.
* Manages professional development budget.
* Supports and promotes the mission and values of the Foundation.
* Performs other duties as consistent with this role.

**REQUIRED EDUCATION, EXPERIENCE & SKILLS**

* Bachelor’s degree in human resources, industrial/organizational psychology, organizational development/design, organizational behavior, adult education or a related field; an advanced degree is preferred.
* Extensive experience of 7-to-10 years in a related field to include significant leadership and management experience plus a minimum of 5 years supervisory experience.
* Proven leadership experience building and delivering development programs, experiences, and processes.
* Proven ability to architect an overall talent development strategy through tactical delivery.
* Proven track record of innovative thinking and delivering innovative solutions across talent development practice areas.
* Experience working with and managing third-party vendor relationships.
* Experience with and proficiency in using computer software programs such as Microsoft Office Suite, Outlook, etc. Experience with technology development a plus.
* Demonstrated commitment to equity; experience considering and applying equity and inclusion principles in design and delivery of professional development strategy.
* Working knowledge of learning management systems.
* Knowledge of adult learning theory, modern learning practices, and best practices for instructional design.
* A strategic thinker who can keep the big picture in mind while delivering on the details.
* Self-starter with the ability to work in and navigate a dynamic and ambiguous environment.
* Must have curiosity, a learning orientation and an entrepreneurial spirit.
* Passionate about developing others and helping them grow on their professional journey.
* Must possess strong emotional intelligence and empathy.
* Strong project manager who anticipates problems in advance as of a solutions-oriented approach.
* Must be a skilled influencer, relationship builder, and natural collaborator and coach.
* Strong verbal/written communication and interpersonal skills; skilled in facilitation, presentation.

**HOW TO APPLY**

RWJF has retained the [Briller Group](http://www.bbgsearch.com) in this recruitment. Managing Partner Mitch Briller is leading this search.

Please submit your resume and a cover letter outlining your interest, as well as the reasons why you are best suited for the position and would be a valuable addition to the Robert Wood Johnson Foundation., along with how you learned of the position to: Kate Enwright-Weinberg at kenwright@bbgsearch.com.