

FRANKLIN COUNTY CHILDREN SERVICES

Human Resource Director

Franklin County Children Services (FCCS) is a large, metropolitan child welfare agency with more than 400 caseworkers and 400 support staff members dedicated to child protection and family stability.

FCCS believes in investing our time and resources to attract and hire an engaged, talented, and diverse workforce that is committed to protecting children by strengthening families. We have an exciting opportunity for a Human Resource Director. A short description of this vacancy is below:

Job title: Human Resource Director

Location: Columbus, OH

Job Type: Full-time Exempt — 40 flexible hours

Starting Salary: Commensurate with Experience

Franklin County Children Services is looking for a highly skilled, motivated, self-assured applicant who will serve as the Director of Human Resources and will lead, direct, develop and coordinate the policies, activities, and staff of the Human Resource Department to align with organizational goals, ensuring compliance with employment laws; the employee will help the agency achieve CFSR standards and help ensure service delivery that focuses on Safety, Permanency and Well-being for the families served by the agency.

Key Responsibilities:

- Assists the Employee Relations Director in creating and implementing departmental plans by identifying departmental needs and establishing plans of action; responsible for all aspects of day-to-day operations of the Human Resources Department including, but not limited to the direct supervision of assigned staff, benefits, leave administration, performance and talent management, recognition, and occupational health and safety; coordinates with senior leadership to understand agency goals and strategy related to staffing, recruiting, and retention in an effort to develop and implement a complex recruitment and retention strategy; executes best practices for hiring and talent management.
- Oversees administration of the Agency's absence management programs, including leave taken pursuant to the FMLA; short and long-term disability plans; and workers' compensation; oversees processing of ADA requests; serves as Hearing Officer for staff pre-disciplinary hearings.
- Provides support to the Children Services Board Personnel Committee when necessary; conducts research and analysis of agency trends including review of reports and metrics from agency HRIS systems, other available systems and the HR Metrics Analyst; prepares reports as requested; assists with special projects.

Qualifications:

- Minimum Qualifications/Education/Training Required — Completion of a Bachelor's degree in human resources, business, or public administration and at least three (3) years of experience in human resources management or administration which includes experience in supervisory and/or managerial principles and techniques.

- A valid Ohio Driver's License and automobile insurance that is in compliance with Franklin County Children Services policy is required for travel. Travel can occasionally include out of state travel which may require airline travel.
- Preferred Qualifications/Education/Training Required — Master's degree in human resources or related field; 5-10 years of public sector related human resources leadership experience, including navigating a unionized workforce; demonstrated experience at key administrative level with significant supervisory experience. SHRM-SCP or SPHR certification highly preferred.

How to Apply:

Qualified applicants interested in this position with Franklin County Children Services should submit a resume, cover letter, and employment application (see link below) to:

Name: Jacob Booth, Senior Consultant

Company: Clemans, Nelson & Associates, Inc.

Address: 4100 Regent Street, Suite N, Columbus, OH 43219

E-mail: jbooth@clemansnelson.com

Franklin County Children Services Employment Application. No individual will be considered as a candidate unless they submit their application within the application period. To be considered a valid application, all areas of the Employment Application shall be completed in its entirety as applicable. Clearly print or type your application. Information showing that you meet all the minimum qualifications must appear on the application to ensure consideration.

Franklin County Children Services is an Equal Employment Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, veteran's status, military status, ancestry, age, genetic information, or disability in employment or the provision of services. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available upon request.

Deadline for application submittal is **November 10, 2025**.