

Chief Personnel Officer

Trans World Radio

Revised: August 2009

Scope of Character: The Chief Personnel Officer (CPO) will model a deep personal walk with God and exemplify servant leadership attitudes as a way of life.

Overview: The CPO oversees the creation and implementation of TWR's Global Strategic Plan (GSP) for HR. This person will represent TWR-HR as a member of the Global Leadership Team (GLT) and will support outcomes of GLT decisions while seeking to maximize each TWR staff person's potential. The CPO will foster collaboration within TWR's regional HR team and will help create and encourage standards of HR excellence that transcend cultural and national differences. The CPO will lead the Global HR team.

Accountability: The CPO will report directly to TWR's CEO

Key Result Areas:

1. Strategic HR Planning

Expected Outcome: Global HR will have a strategic plan that is integrated with the overall strategic plan of the mission, its organizational strategies, and its fiscal budget. Global HR will have a system of measurement for the effectiveness of their plan and will be able to update the GLT at least annually on how it is meeting its objectives.

2. Global Recruiting Strategy

Expected Outcome: Facilitate the recruiting of new staff will be a priority in each region with global increases in staff members and new financial support models being implemented. TWR's global teams will have the needed manpower capacity to meet new ministry challenges and opportunities as strategic staffing solutions begin to address current personnel shortages.

3. Global Leadership

Expected Outcome: The influence of the CPO on the GLT will encourage decision-making that reflects core biblical values relative to interpersonal team relationships. The CPO will champion the view that "people are TWR's greatest asset" and will ensure that it is reflected in TWR's organizational culture.

4. Member Care

Expected Outcome: A system of member care with appropriate feedback mechanisms will be expanded globally and regionally. Mutual respect will be enhanced as deeper understanding of, and appreciation for, cultural, gender and personal differences is cultivated in every team setting.

5. Staff Development and Team-Building

Expected Outcome: The CPO will “model the way” for each region through intentional sharing of HR training resources, collaboration with other missions agencies and organizations, and personal expertise in the areas of staff development and team-building. Collaboratively work with mission leaders to develop capacity and help staff reach their full potential.

6. Critical Incident Management Assistance

Expected Outcome: The CPO will help ensure that critical incidents are managed effectively and with minimal disruption to operations. The CPO will act as a consultant to members of the GLT as they work through regional crises, drawing in added resources as needed.

Candidate Specifications

Core Competencies:

- Demonstrated capacity to plan, organize and manage resources toward strategic outcomes while modeling servant leadership
- Facility in managing multiple tasks/priorities and meet deadlines
- Demonstrates high level of emotional intelligence
- Demonstrates high level of motivational skills
- Knowledge and proficiency in key HR areas such as labor law, management theory, career track planning, policy/procedure development, recruitment, and member care

Desired Qualifications:

- No less than ten years of combined education/experience in corporate human resources, with overseas experience preferable
- Work experience in a senior management-level leadership team for at least five years.

- International missions exposure and cross-cultural sensitivity
- Fluent in English (required) and articulate in both written and spoken communication
- Prepared for significant amounts of international travel
- Personal calling aligned with TWR's mission statement and statement of faith (required)
- Be willing to present and represent the ministry of TWR and develop a personal, spiritual and financial support base team