

HUMAN RESOURCES DIRECTOR
City & Borough of Sitka, Alaska
Salary: \$89,107 - \$100,921

For a complete position profile, please visit the Prothman Company at <http://www.prothman.com/> and click on "Open Recruitments."

Located on the outer coast of Alaska's Inside Passage, Sitka offers unmatched natural beauty, a rich history, and endless recreational activities. With a population of approximately 9,000, Sitka is the fourth largest city in Alaska and is renowned throughout the state as a cultural and educational capital. It is also a popular tourist destination and a port of call for major cruise lines that travel the Inside Passage. Sitka is accessible by air, with several daily flights from Anchorage and Seattle, and by ferry service for passengers and vehicles.

The City & Borough of Sitka is a unified home rule municipality created in 1971, and encompasses 8,900 square miles, making it the largest incorporated city-borough area in the United States. The Borough shares governmental responsibilities with the Sitka Tribe of Alaska. Sitka operates under an Assembly-Municipal Administrator form of government and provides a full range of municipal services, including Assessing, Centennial Hall, Clerk, Electric, Finance, Fire, Harbor, Information Technology, Legal, Library, Planning, Police, Public Works, Search and Rescue, Solid Waste, Water, and Wastewater. Sitka employs 150 FTE's and operates on a total budget for 2018 of approximately \$100 million, including the General Fund.

Working under the direction of the Municipal Administrator, the Human Resources Director performs work in planning, organizing and directing a comprehensive human resource management program for the City & Borough of Sitka. The Director is responsible for recruitment, employment and classification, continuing development of personnel policies, employee development, compensation and benefits administration, records management, safety policies and related work as required.

Bachelor's degree from an accredited college in human resource management, public or business administration, industrial relations, or a closely related field is required. 3 years of increasingly responsible experience in management, human resources support, and personnel functions is required. SPHR/PHR or SHRM-CP and SHRM-SCP is preferred. Selected candidate must possess an Alaska State Driver's License by time of hire.

The City & Borough of Sitka is an Equal Opportunity Employer. First review: **October 21, 2018** (open until filled). To apply online, visit Prothman at <http://www.prothman.com/> and click on "Submit Your Application" and follow the directions provided. Application materials will only be accepted electronically via the website. For questions, please call 206-368-0050.