



**TRINITY HEALTH
POSITION DESCRIPTION**

Date:	June 2020	Title:	Director Talent Development Strategy & Solutions
Job Code:	T2561	Department:	
FLSA:	Exempt	Reports To:	SVP Organization Effectiveness
Grade:	K25	Approved By:	

POSITION PURPOSE

Provides Talent Development strategic leadership and advisory, technical expertise, and operational oversight for holistic, core or functional, job-specific related learning and development solutions that connect and align the complete Human Resource value chain with key service partner and business line strategies, operations and services. Oversees core competency or functional, job specific development of Trinity Health’s workforce at every level of the organization, from executives to frontline colleagues, in support of Trinity Health’s mission, and strategic priorities and workforce plans. Scope comprises all development facets including experiential, relationship-based and formal and informal learning.

ESSENTIAL FUNCTIONS

1. Knows understands, incorporates and demonstrates the mission, vision and values of Trinity Health in leadership behaviors, practices and decisions.
2. Influences, consults and partners with service partners and business line executive leaders (i.e. CNOs, CCOs, CIOs, CFOs, CHROs, and other functional business line leaders) and their delegates to assess, analyze, solution for and ensure effective implementation of core or functional, job specific talent development solutions (e.g. needs assessments aligned to workforce development priorities, strategic recommendations and business cases, business aligned key performance measurements, change and implementation plans, etc.) Accountable for strategic program results and success per identified key performance measurements.
3. Ensures and oversees appropriate system aligned and integrated core or functional, job specific talent development solutions, including all cor or functional, job specific competency related curriculums and development solutions, across Trinity Health service areas (e.g. manager and leader development, desktop application skills, risk management, compliance, safety & health, diversity & inclusion, etc.), the complete HR value chain (i.e. HR Business Partners, HR Shared Services, and multiple HR Centers of Expertise), and key service partners and business line functional leaders (e.g. Strategic Planning, Mission Integration, Diversity & Inclusion, etc.) who have responsibility for ensuring functional performance effectiveness within their areas of accountability.

4. Monitors Trinity Health core competency related development programs, services, policies, processes and tools (e.g., manager development, leadership development, all-colleague development; professional development relationships and access, etc.) or functional, job specific (e.g. nursing programs, physician development, support services functions technical development, certification standards and compliance; professional association relationships and access, etc.) for effectiveness, continuous improvement and innovative opportunities based on industry best practices and evolving strategic priorities.
5. Partners closely across Organization Effectiveness and with other service partners in collaborative and integrated service delivery, especially with leaders accountable for talent development operations, talent management, core competency talent development and workforce planning. Ensures core or functional, job specific competency solutions align to and compliment other Organization Effectiveness solutions; especially those core or functional, job specific competency development.
6. Provides analysis and recommendations for system level talent development efficiencies (e.g. streamlining, standardization, process improvements, etc.). Projects core or functional, job specific competency related performance improvements, cost savings and other business ROI and communicates measurable achievement of benefits for implemented recommendations.
7. Leads alignment and integration of learning initiatives within the talent lifecycle.
8. Serves as core or functional, job specific competency talent development expert advisor and may lead cross-functional team for system level and high impact core or functional, job specific competency development related projects and initiatives. Directs and prioritizes related resource allocation and oversees projects to timeline, quality and budget expectations.
9. Keeps abreast of and evaluates emerging core or functional, job specific competency related talent development industry best practices. Maintains and strengthens professional expertise through national, regional and local affiliations and/or other professional resources.
10. Maintains a working knowledge of applicable Federal, State and local laws/regulations; the Trinity Health Integrity and Compliance Program and Code of Conduct; as well as other policies and procedures in order to ensure adherence in a manner that reflects honest, ethical and professional behavior.

TRINITY HEALTH MISSION STATEMENT AND GUIDING BEHAVIORS

As a Trinity Health leader, the incumbent is expected to demonstrate leadership traits which support our Mission Statement and Core Values as identified below:

Mission Statement: We, Trinity Health, serve together in the spirit of the Gospel as a compassionate and transforming healing presence within our communities.

Core Values:

- **Reverence:** We honor the sacredness and dignity of every person.

- **Commitment to Those who are Poor:** We stand with and serve those who are poor, especially those most vulnerable.
- **Justice:** We foster right relationships to promote the common good, including sustainability of Earth.
- **Stewardship:** We honor our heritage and hold ourselves accountable for the human, financial and natural resources entrusted to our care.
- **Integrity:** We are faithful to those we say we are.

MINIMUM QUALIFICATIONS

1. Bachelor's degree in Health Care Administration, Business Administration, Human Resources, Organization Development, Learning and Development, Education or related field required with expertise in talent development. Advanced knowledge of all aspects of talent development required. Experience in core, clinical or technical competency development preferred. Advanced degree preferred.
2. Minimum of seven (7) to ten (10) years of progressively responsible talent development experience. Experience in a role with national, system-wide responsibility in a multi-region organization strongly preferred.
3. Demonstrated experience developing business cases and related implementation and change management plans; identifying and managing ROI to achieved time, cost and quality success measurements; and leading and influencing talent development related enterprise projects in a large, complex organization (i.e. cross-functional and matrixed).
4. Demonstrated experience with all aspects of strategic learning and development aligned to strategic priorities, and with current talent development methodologies and cycles.
5. Ability to influence others at all organization levels and without direct reporting authority / reporting relationships to progress talent management core or functional competency solution and service integration, impacts and investment ROI. Must have superior strategic relationship development and political navigation skills.
6. Ability to leverage business acumen, integrate into key stakeholder results oriented consultations, and align to recommended talent development solutions and their performance measurement (i.e. ROI, satisfaction, mission alignment, values alignment, etc.).
7. Strong management consulting and execution skills. Advanced analytical, evaluative and problem-solving skills to serve in an executive advisory role. Considerable experience in planning, formulating, and executing strategic recommendations and complex implementation and change management plans. Must possess strong project management skills to lead cross-functionally. Ability to present advisory recommendations persuasively to all organization levels.
8. Ability to serve as a steward of Trinity Health's culture by working to establish and maintain a caring, collaborative and high performance culture and displaying a commitment to inclusion.
9. Must be comfortable operating in a collaborative, shared leadership environment.

10. A personal presence that is characterized by a sense of honesty, integrity and caring with the ability to inspire and motivate others to promote the philosophy, mission, vision, goals and values of Trinity Health.

PHYSICAL AND MENTAL REQUIREMENTS AND WORKING CONDITIONS

1. Must be able to set and organize own work priorities, and adapt to them as they change frequently. Must be able to work concurrently on a variety of tasks/projects in an environment that may be stressful with individuals having diverse personalities and work styles. Ability to concentrate, meet deadlines, work on several projects simultaneously and adapt to interruptions.
2. Operates in a typical office environment. The area is well-lit, temperature controlled and free from hazards.
3. Communicates frequently, in person and over the phone, with people in all locations on product support issues. Hearing is needed for extensive telephone and in person communication.
4. Manual dexterity is needed in order to operate a computer keyboard.
5. Must be able to travel to the various Trinity Health sites as needed. [Estimated 25% - May vary pending base location and assignments]

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of duties so assigned.