



**HERNANDO COUNTY, FLORIDA**  
**invites your interest in the position of**  
**HUMAN RESOURCE DIRECTOR**

Hernando County, together with Pasco, Hillsborough, and Pinellas counties to the south comprise the Tampa St. Petersburg-Clearwater Metropolitan Statistical Area, and along with various combinations of Manatee and Sarasota counties further south, Citrus County to the north, and Polk County to the southeast is often referred to as the Tampa Bay Area. As of 2005, Hernando was the 35th fastest growing county in the country. Its 2010 population was 172,778. Current population is 206,896. Its county seat is Brooksville and its largest community is unincorporated Spring Hill.

Blessed with inspiring natural beauty, arts, history and culture, and an appealing climate, Hernando County has excellent schools and the environment for raising children could not be better. As one of the last remaining areas of the "Real Florida," Hernando County features preserved natural settings that invite you to take a deep breath and enjoy.

From visiting one of the newest state parks in Florida to finding your favorite fishing spot, Hernando County provides an abundance of back-to-nature activities for anyone craving a relaxing or adventurous outdoor experience.

One can discover that perfect fishing spot on Hernando's Withlacoochee River or the crystal-clear waters of the Gulf Coast; hire a boat captain find a marina or bait shop and fish to your heart's content. Cluck, purr, and yelp while stalking a long-bearded Florida wild turkey in the Withlacoochee State Forest. The Wildlife Management Area in WSF — named as one of "Florida's Top Five Public December Deer Hunts" by Florida Game & Fish Magazine.

Trek through Hernando's elaborate state parks system, national forests and wildlife refuges such as the Chassahowitzka National Wildlife Nature Center, all perfect for camping.

Take a walk, hop on a bike, put on the skates...The Withlacoochee State Trail is a Greenways & Trails gem. From the Ridge Manor Trailhead, enter the mellow world of the Withlacoochee State Forest and Croom Wildlife Management Area. The paved trail passes through a section of cypress swamp that provides habitat for deer, gators, raccoons and wild turkey.

Don't let the cozy, relaxing feel of Hernando County fool you. When it comes to things to do in the county, it's not all lazy days and lemonade; there are plenty of fun and adventurous activities worth climbing out of the hammock for.

The Weeki Wachee live mermaids at the Weeki Wachee Springs State Park -- Hernando County's most famous attraction — have been providing underwater entertainment for over 60 years. Enter the underground theatre of Florida's newest state park to watch real mermaids lip-sync, eat bananas, drink cola and dance ballet — all while under water.

After enjoying Weeki Wachee's live mermaids, play with the kids at (or cool off at) Buccaneer Bay — Florida's only spring-fed water park — for waterslides, beach volleyball, sandy beaches and lots of family fun.

## **HUMAN RESOURCES DEPARTMENT**

The Hernando County Human Resources Department is committed to providing professional quality human resource support services and advice to all departments and employees; managing activities relating to insurance and worker's compensation programs. The Human Resource Department directs and participates in a variety of professional personnel duties involving recruitment, selection, testing, classification analysis and compensation, and labor relations.

## **THE POSITION**

Hernando county has approximately 900 employees, and an annual budget of \$661,903,567.

The Hernando County Human Resources Director reports to the County Administrator and is part of the Senior Leadership Team. This position provides professional services to all departments.

This position manages the Human Resource staff of five (5) through demonstrating strong leadership and teambuilding.

## **THE IDEAL CANDIDATE**

**Hernando County is looking for that special leader who will inspire the HR Team towards a common goal of "wow factor" customer service, to internal and external customers.**

In evaluating applicants for this position, the County will be looking for candidates who have the following characteristics and competencies, to:

- Provide leadership and guidance to support the growth and development of other human resource staff members and addresses performance problems through corrective action as needed.
- The ideal candidate will have an on-going up-beat, enthusiastic, and excitement about this position and the opportunity that is afforded the successful candidate.
- Adaptive leadership skills such as mentoring, coaching, teaching, collaborating, and listening.
- Provide excellent project management, cost control and timely project completion.
- Perform or direct performance of a variety of professional human resources duties involving recruitment, selection, testing, classification, analysis, compensation and policy implementation and benefits administration.
- Advise departments concerning human resource matters.
- Direct the County's employee benefit program
- A strong service ethic, desire for a long-term relationship with Hernando County and a highly professional approach to problem solving will be found in the successful candidate.

- Familiar with Sunshine Laws
- Ability to work confidentially with discretion.
- Ability to conduct and direct labor relations negotiations; serve as negotiator; administer contract and review and resolve grievances and other issues
- Advise and update County Administrator, Board of County Commissioners and departments regarding negotiation status.
- Ability to represent the department before public, governmental and private assemblies and meetings.
- Ability to set employee goals and objectives, monitor staff performance and give performance reviews and evaluations.
- Evaluate and determine training needs and priorities.
- Prepare Request for Proposals for third party administrators for activities the encompass human resources, compensation, benefits and workers compensation.
- Coordinate review of contracts and leases for insurance provisions.

### **THE SUCCESSFUL CANDIDATE**

The successful candidate will also possess a bachelor's degree from an accredited College or University in Human Resources Management, Public Administration, Business Management or related field. Seven (7) plus years of progressively responsible professional/managerial level experience in public or private setting with Union experience. Previous supervisory leadership experience within related technical/function work area including human resource required. Additional qualifying and labor/employee relations. Equivalent experience may be considered in accordance with the needs of the County.

Successful candidate:

- Must possess and maintain a Florida Driver's License
- Insurable by current insurance carrier
- Recognized Human Resource Certifications – PHR, SPHR, ARM-P  
Other industry recognized high-performance leadership programs are desirable.

### **COMPENSATION AND BENEFITS**

The salary range for the Human Resource Director is: \$90,043.20 - \$145,912

Depending on qualifications and experience the anticipated starting salary for the position is expected to be between \$100,000 - \$110,000 annually.

Employee benefits are competitive, generous and include:

- Medical and Life Insurance.
- Dental and vision plans.
- Cafeteria Plan
- Retirement plan options.
- Generous Sick and Vacation Annual Leave.
- And More.

## HOW TO APPLY

A letter of interest and comprehensive resume should be sent to: [DHiggin@att.net](mailto:DHiggin@att.net)

**Closing Date: Position is Open Until Filled**

Resumes are subject to the provisions of Florida Public Records Statutes

Hernando County an Equal Opportunity Employer. Hernando County does not discriminate on the basis of race, color, religion, creed, sex, age, marital status, national origin, political ideas, or disability in employment or in the provision of services.