



SECOND HARVEST
of SILICON VALLEY

Position Announcement Senior People & Business Partner

About Second Harvest Food Bank

Founded in 1974, Second Harvest of Silicon Valley is one of the largest food banks in the nation and a trusted nonprofit leader in ending local hunger. The organization distributes nutritious groceries through a network of more than 300 partners at drive-thru and walk-up sites across Santa Clara and San Mateo counties. Due to the prohibitively expensive cost of living in Silicon Valley and the economic downturn caused by the COVID-19 pandemic, hunger is at an all-time high. Second Harvest is now serving an average of about 500,000 people every month, twice as many people as it reached pre-pandemic. Second Harvest also connects people to federal nutrition programs and other food resources, and advocates for anti-hunger policies on the local, state and national levels. To learn more about how Second Harvest is responding to the incredible amount of need in Silicon Valley, visit shfb.org.

About the Position

We are looking for a strategic Sr. People & Business Partner with a passion for our mission to guide our management and staff in the Operations, Supply Chain, Facilities, Volunteer Production Services organizations. You will drive initiatives and conversations around organizational effectiveness, workforce planning, organizational design, employee engagement, culture strategies, and change management by partnering with the leaders in those organizations, the Director and CPIO of HR.

This job might be for you if:

- You are passionate about ending hunger and want to create a culture of belonging, equity and an excellent employee experience.
- You enjoy managing a wide variety of human resources tasks and are comfortable with thinking analytically and strategically.
- You are detailed oriented, and process driven, and can see the big picture.
- You have strong verbal and written communication skills, prefer to work in a collaborative manner as much as possible.

Responsibilities

- Provide strategic partnership and support in organizational design and development including succession strategy, talent development, employee engagement, change management processes, and talent acquisition strategy and planning
- Identify and address critical organizational and people issues, and remove barriers impeding the success
- Play a pivotal role in leading and managing a dedicated team. You will be responsible for guiding the performance and collaboration efforts of the HRBP team.
- Identify and develop diverse key talent and ensure they are provided with experiences that enable development and retention
- Play a leadership role in how Human Resources can support and create a more inclusive culture with equitable and accessible HR programs
- Build performance management capabilities by coaching leaders to effectively address performance issues and deliver effective feedback
- Deliver HR programs to the business, such as performance management, engagement



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Curtner Center
750 Curtner Avenue
San Jose, CA 95125
408-266-8866

Cypress Center
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Bing Center
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San Carlos, CA 94070
650-610-0800



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- surveys, and talent assessment
- Strategize with management and VP of HR methods to minimize employee relations issues within the workforce
- Provide full range of labor relations services to Operations department, including labor-management contract negotiations and administration, grievance handling, disciplinary actions, dispute resolution, training and research
- Build and maintain constructive relations with labor unions
- Serve as the main point of contact between the company and union representatives
- Negotiate collective bargaining agreement to ensure fair and compliant terms
- Represent the company in union meetings, grievances and arbitration proceeding

The ideal candidate will possess the following professional qualifications:

Required

- 5-7 years of progressive and varied HR/people experience.
- 2+ years of Union/Labor Relations experience
- 2+ years of Employee Relations experience
- Ability to establish relationships and collaborative partnerships (internal and external) at all levels of the organization.
- Strong leadership and team management
- Exhibit strong leadership and influencing skills, and design, implement, and lead change management initiatives.
- Functional experience and proven success in Talent Acquisition and management practices
- Knowledge of laws relating to labor relations; techniques of dispute resolution; grievance handling and administration.
- Proven ability to remain flexible and agile in an ever-changing environment.
- Willingness to learn, grow and tackle expanded duties as business needs evolve
- Critical thinking skills with the ability to take sizable problems and break them into small manageable pieces.
- Excellent meeting design and facilitation skills
- Superb judgment and integrity, including excellent decision-making skills and a sense of urgency
- Ability to work both tactically and strategically to get business needs met
- Attention to detail and the ability to effectively handle multiple priorities
- Exceptional verbal communication and presentation skills, and skilled in the use of Microsoft Office - Word, Excel, and PowerPoint

Preferred

- 3 years of Business Partner experience
- 1 year of supervisory experience

Reports To	Director of People Experience
Location	Second Harvest of Silicon Valley, Cypress Center, 4001 North First Street, San Jose, CA 95134



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	<p>This is a hybrid position. Specifics of work location will depend on department need.</p> <p>An employee’s regular remote work site should be within driving distance of one of Second Harvest’s locations and must be within the state of California.</p>
Hours	Full-Time. Exempt. 40 hours/week, with some evening and weekend work as necessary.
Compensation	\$108,065 - \$146,205 is the wage range for this position. The salary wage offer will be commensurate with skills and experience. Outstanding and generous health benefits program, 4-5 weeks of Flexible Time Off (vacation and sick), eleven paid holidays, and retirement plan.
SH Covid-19 Vaccine Policy	Second Harvest Food Bank places great importance on the safety of its employees and customers. Therefore, in line with the CDC and state and local recommendations, Second Harvest requires as a condition of employment that employees have received full and effective COVID vaccines prior to commencing employment. In accordance with applicable law, Second Harvest will consider good faith requests for reasonable accommodation based on medical disability or sincerely held religious belief.

EOE

Second Harvest is committed to being an equal opportunity employer which values diversity. Under-represented groups are encouraged to apply for all positions.



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