



The Marine
Mammal Center.

Chief Human Resources Officer

OUR MISSION

The Marine Mammal Center advances global conservation through marine mammal rescue and rehabilitation, scientific research, and education.

WHAT MOTIVATES OUR WORK

The ocean is in trouble. From the depletion of fish stocks to increasing ocean temperatures, human activity threatens marine ecosystems that are vital to the health of our ocean and all life on earth. As a critical first responder to these threats, The Marine Mammal Center is leading the field in ocean conservation through marine mammal rescue, veterinary science, and education. Marine mammals are ecosystem indicators, and the health of these animals provides insights into human and ocean health threats. Together, we are taking action today to support a network of scientists and stewards to protect our shared ocean environment for future generations.

To advance our mission, we focus our work in **three** key program areas:

- 1. Animal Care:** With a volunteer force numbering more than 1,200 and the support of a concerned public, the Center is able to respond to marine mammals in distress. Sick and injured animals are treated and rehabilitated at our state-of-the-art veterinary facilities where we care for our patients until they can be released back to their ocean home. Covering a rescue range that spans 600 miles of California coastline and the Big Island of Hawai'i, the Center responds to more stranded marine mammals than any other organization in the world. Our sought-after experts are deployed locally and internationally to provide technical veterinary expertise and training on best practices ranging from anesthesia to disentanglement.
- 2. Scientific Research:** The Center is a major contributor to the global body of research and knowledge about marine mammal medicine and health. Our veterinary experts develop new clinical techniques to improve marine mammal rehabilitation and care, and investigate the reasons why marine mammals strand and how these factors are connected to ecosystem and human health. Learning from every animal we respond to, our researchers identify novel diseases and pathogens, support endangered species conservation and partner with scientists around the world on collaborative research that utilizes samples and data collected by the Center. Marine mammal health, ocean health and human health are inextricably linked, and our work advances knowledge of all three to benefit us all.

- 3. Education:** As a teaching hospital, the Center serves as a vital training ground for veterinary professionals from across the globe, expanding the collective understanding and application of marine veterinary science and conservation. Our innovative school and public education programs build a sense of responsibility through a connection to marine mammals and the marine environment, inspiring future ocean stewards and promoting action to protect the ocean. Each year, these education programs and hands-on trainings reach more than 100,000 children and adults, supporting the next generation of informed scientists and engaged citizens who will care for and ensure the health of our ocean and environment.

ABOUT THE ORGANIZATION

The Marine Mammal Center was founded in 1975 by three local citizens: Lloyd Smalley, Pat Arrigoni and Paul Maxwell. Since then, and thanks to their vision, the Center is now a global leader in marine mammal health, science and conservation and is the largest marine mammal hospital in the world. The Center operates physical locations in Sausalito, Morro Bay and Moss Landing, CA, as well as in Kona, Hawai'i, and has an annual operating budget of \$11.5M. A team of 80 staff and 1,200 actively engaged volunteers make the Center's impact possible and keep the Center operating 24 hours a day, 365 days a year.

ROLE DESCRIPTION

Summary/Objective

The Chief Human Resources Officer (CHRO) is a newly created position resulting from a recent organizational re-design process. Representing a workforce of 90+ employees and more than 1,300 volunteers, this role is responsible for developing and executing human resources strategy in support of the overall business plan and strategic direction of the organization, specifically in the areas of succession planning, talent management, change management, organizational and performance management, training and development, and compensation. Additional areas of responsibility are leading and executing a comprehensive Internal Communications strategy and planning and implementing a safety awareness and training program for both staff and volunteers. This position reports to the CEO and will be a member of the senior leadership team that drives the overall strategy for the organization. The CHRO provides strategic leadership by articulating HR needs and plans to the senior leadership team, employees, volunteers and the board of directors.

Key Responsibilities

- Provides overall leadership, guidance, and continuous improvement to the HR and volunteer functions
- Develops a people strategy for both employees and volunteers that aligns with and enables achievement of the business strategy
- Establishes, implements, and trains all staff on HR and volunteer management processes which effectively communicate and reinforce the mission and strategic vision
- Functions as a strategic business advisor to the head of each department regarding key organizational and management issues; enables the leadership team and senior leadership teams through ongoing coaching, development, and facilitating alignment
- Develops comprehensive recruiting, compensation and benefits, employee and volunteer engagement, learning & development, and retention strategies

- Provides HR operations support to both staff and volunteers, including recruiting, onboarding, training, and conflict resolution
- Manages employee and volunteer relations with a clear and consistent process, documentation and investigations to enable employee and volunteer success and minimize legal risk
- Conducts workforce planning to ensure appropriate staffing levels to meet organizational strategic plan
- Oversee the ongoing implementation of the Center's Volunteer Engagement Strategic Plan
- Manages internal communications as a driver of employee and volunteer engagement, providing clear and consistent messaging that links back to the people strategy and the organization's strategic plan; ensures close partnership with all departments and alignment with external communications & marketing messages
- Manages a comprehensive internal safety awareness and training program applying best practices in workplace safety, to mitigate risk and ensure compliance among employees and volunteers
- Leads with data, and uses workforce data to guide both HR decisions and guidance to the leadership teams
- Enables organizational growth through a strategic HR and organization development approach to organization design, change management and integrated talent management, including strong processes in performance management, succession planning, leadership development and employee engagement
- Ensures the Center's employee and volunteer programs are compliant with all applicable laws, regulations and policies Attracts, develops, coaches and retains high-performance HR team members, empowering them to elevate their level of responsibility and performance

Qualifications

- A BS/BA degree from an accredited college/university required. MS in HR Management, Organization Development or other behavioral science preferred
- A minimum of 10 years HR experience, with demonstrated experience in managing an HR department. Non-profit experience a plus
- Professional in Human Resources (PHR or SPHR) and/or SHRM Certified Professional (SHRM-CP or SHRM-SCP) certification preferred

To be considered as an applicant

- Please apply using the following URL: <https://cvnl.org/apply-mmcc/>
- No phone calls, please.

*Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Equal Employment Opportunity

The Marine Mammal Center provides equal employment opportunities (EEO) to all employees and qualified applicants for employment without regard to race, color, religion (all aspects of religious beliefs, observance or practice, including religious dress or grooming practices), creed, gender (including gender identity and gender expression), sex, pregnancy (including childbirth, medical conditions related to pregnancy, breastfeeding and related medical conditions), national origin, ancestry, age, marital status, physical disability, mental disability, medical condition (including cancer or a history or record of cancer and genetic characteristics), genetic information, sexual orientation, military or veteran status or any other characteristic protected by federal, state or local law. It also prohibits unlawful discrimination based on a perception that anyone has any of those characteristics, or is associated with a person who has or is perceived as having any of those characteristics. Discrimination can also include failing to reasonably accommodate religious practices or qualified individuals with disabilities where the accommodation does not pose an undue hardship. All such discrimination is unlawful.

The Marine Mammal Center provides equal pay for substantially equal work regardless of gender, race or ethnicity, in conformance with the law. Prior salary shall not, by itself, justify any disparity in compensation between employees of another gender, race or ethnicity who perform substantially similar work by relying without more, on differences in the employees' compensation history, such as the fact that one of them was paid more in a prior job.

This policy applies to all terms and conditions of employment, including, but not limited to, recruitment, hiring, placement, promotion, training, termination, layoff, recall, transfer, leaves of absence and compensation.