

Human Resources Lead

Full time, 37.5h/week

Salary: £23,595/year

Place of work: The Park/Findhorn
and/or hybrid working

The Findhorn Foundation is a Scottish educational charity based within the heart of a thriving eco-village. We offer a unique place of work, thriving in a supportive environment embodying spiritual principles in our daily lives. Whilst we may not be able to offer high salaries or an extensive benefits package, we believe that the nature of our community can satisfy that often unfulfilled yearning for personal growth, self-actualisation and value in our lives.

We are seeking applicants for this key role. As our Human Resources (HR) Lead you will be responsible for the team providing HR services throughout our community, including enhancing our people capability and our HR practices across the organisation. We believe this to be both a challenging and a rewarding role with the scope to make a considerable difference.

The successful candidate will report directly to the Lead Steward and will be a member of the Foundation's Leadership team, thereby having a direct contribution to the effective management and development of our organisation, as well as the delivery of our mission and charitable purpose.

Therefore, the role needs an experienced and knowledgeable HR specialist who has the skill, imagination and sensitivity to lead this critical function in the



Findhorn
Foundation

Foundation. We will also need you to be aligned to the spiritual impulse of the Foundation and committed to embodying and implementing our spiritual principles in your daily life.

RESPONSIBILITIES:

- Providing overall leadership and development of the HR service throughout the Foundation, including:
 - Providing guidance and advice on all people-related issues, assessing risks and leading actions.
 - Developing and helping to implement HR policies, procedures and practices in line with Foundation values ensuring legal compliance.
 - Steering learning and development initiatives.
- Directing or supporting organisational development initiatives as required.
- Managing contact with specialist external advisors as necessary.

SKILLS:

- Broad knowledge and experience of HR practices including UK employment law and related areas.
- Ideally CIPD qualified or equivalent.
- Highly effective leadership abilities, notably excellent communication and interpersonal skills.
- Senior management experience within an HR function
- Excellent time management.
- Sound judgement and decision-making.

- Demonstrated ability to interact effectively at Trustee/ Board level.

To read the full Job Description: please visit our jobs page: findhorn.org/jobs.

You would be eligible to apply to rent staff accommodation at the Park.

To apply: please send your CV and cover letter of no more than 2 pages indicating how you fit the requirements, to hr@findhorn.org.