



ATLANTA MISSION

Hope Lives Here.

Chief People and
Culture Officer





About Atlanta Mission

Atlanta Mission began in 1938, near the end of the Great Depression, as a soup kitchen to provide food for displaced, homeless men. Over the last 85 years, they have served thousands of individuals facing homelessness, poverty, and addiction across Metro Atlanta by providing services that focus on life transformation. Through God's provision, effective leadership, and courageous innovation, what began as a simple food kitchen has grown to be the largest and longest-running provider of services to men, women, and children who are experiencing homelessness in Atlanta. Currently, Atlanta Mission has approximately 185 employees on staff and is served by thousands of donors and volunteers. Rooted in their mission to transform, through Christ, the lives of those facing homelessness, they are dedicated to offering shelter, recovery programs, vocational training, and a holistic approach to addressing homelessness. Their goal is to provide hope and healing for individuals and families in need, empowering them to regain stability and build fulfilling lives.



Atlanta Mission Core Values



Christ-Centered

We desire all who engage with us to Know, Walk, and Live for Christ



Humbly Serve

We strive to Live, Love, and Lead like Jesus



Faithfully Steward

We honor and wisely use the Time, Talent and Treasures that God has provided



Courageously Innovate

Driven to excellence, we continuously learn, adapt and improve



Joyfully Celebrate

We intentionally appreciate and recognize all that God is doing in and through our staff, clients and community



Strength in Unity

We embrace God's desire for oneness and kingdom-focused unity





The Shepherd's Inn –
shelter for men



My Sister's House –
shelter for women & children



The Potter's House –
recovery programs for men



Restoration House –
emergency shelter for women & children

2022 Impact **by the Numbers**



7,723

Volunteer Hours

401

Ended Homelessness



72%

Job retention rate



70%

of clients that graduated from
the vocational training program
obtained jobs

2,320

Life-skill Classes

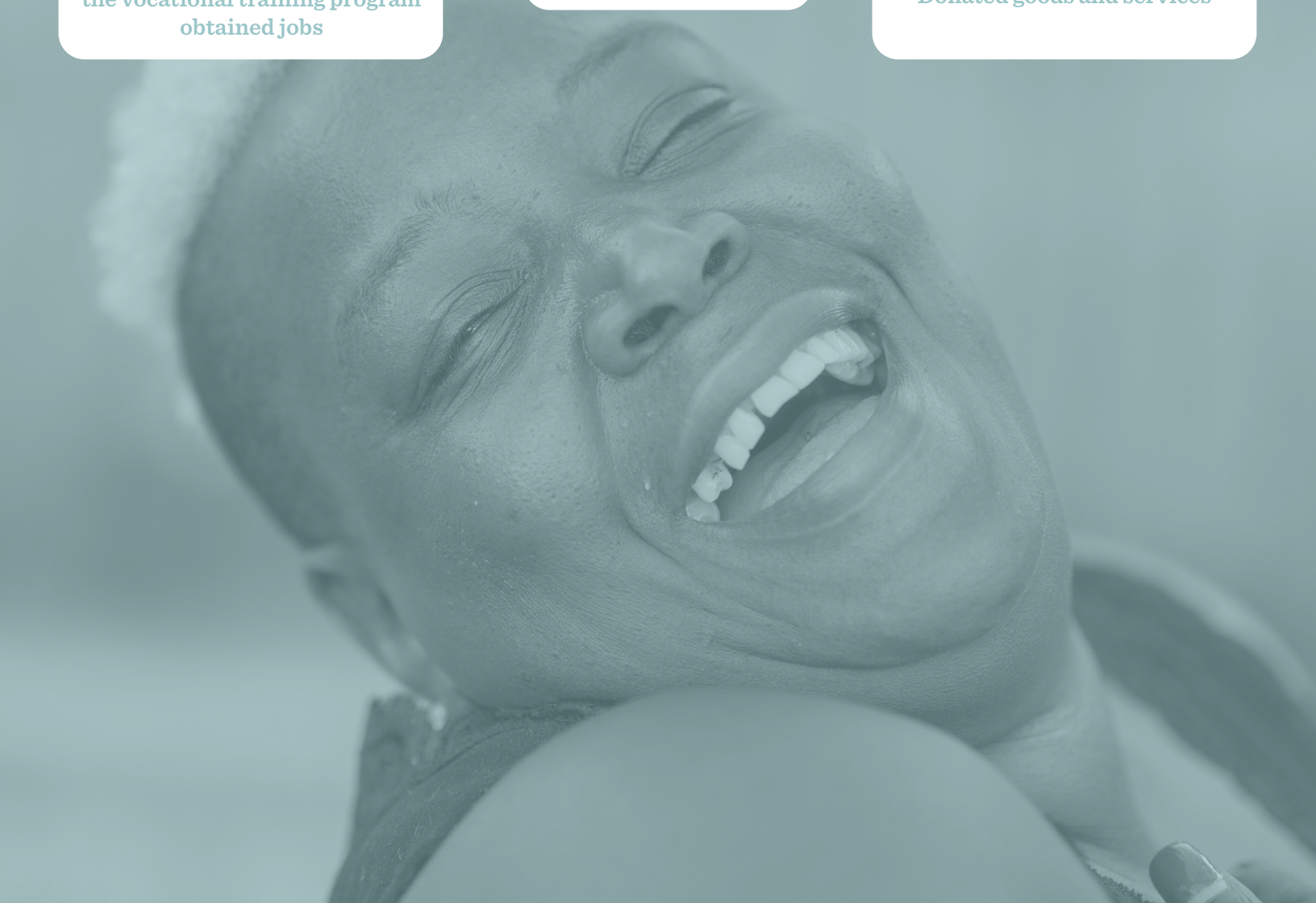
143,263

Nights of Shelter



2+ Million

Donated goods and services





Position Description

Atlanta Mission is seeking its first-ever Chief People & Culture Officer (CPCO). Reporting directly to CEO, Tensley Almand, the primary responsibility of the new CPCO will be to build and lead a human resources function that strategically supports and enables Atlanta Mission's plans for continued growth and performance. Atlanta Mission is viewed as one of the best-run mission organizations in the country and the new CPCO will influence every corner of it.

The incoming CPCO should be a positive, creative, adaptable, and resourceful HR executive who possesses a unique blend of strategic HR knowledge, solid business and financial acumen, and a breadth of EQ - able to relate to everyone from the boardroom to the frontline worker to Atlanta Mission clients who may be in crisis.

In addition to being an accomplished HR leader, this partner to the CEO must be able to deal with ambiguity at times, be innovative and strategic, and exhibit the attributes of a cultural architect, while demonstrating the grit to get things done and the calmness of a thought leader with courage.

Key Responsibilities

Strategic HR Leadership:

Develop and execute HR strategies that align with the mission, vision, values, and strategy, emphasizing employee engagement and a people-first approach. Utilize HR analytics to measure the impact of the Mission's HR programs and initiatives, providing insights to the Executive Leadership Team for informed decision-making. Collaborate with the Executive Leadership Team to align and integrate HR initiatives with overall organizational strategies. Collaborate with internal and external stakeholders to build strategic partnerships that support organizational and HR initiatives.

Employee Engagement and Well-Being:

Lead efforts to enhance employee engagement and foster a culture of purpose, passion, and commitment. Implement innovative programs and initiatives that connect employees to the mission and values. Lead HR-related change management initiatives, guiding the organization through transformational shifts while strengthening employee engagement and morale. Champion employee well-being initiatives that prioritize physical, emotional, relational, financial, vocational, and spiritual health. Advocate for work-life balance and create a supportive work environment. Drive the process of coordinating the annual employee engagement survey and use the resulting data and feedback to inform HR strategy and recommendations. Based on survey results, lead the organization through next steps as a partner to both the Executive Leadership Team and departmental leads.



Team Development and Empowerment:

Build a high-performing HR team that serves as a strategic partner to all departments across Atlanta Mission. Provide visionary leadership to the HR team, promoting a culture of growth, collaboration, and continuous improvement. Coach and mentor team members to develop their skills and potential. Empower team members to deliver effective HR services throughout the employee lifecycle.



Employee Relations and Compliance:

Manifest a culture where employees understand the role of HR in the organization. Build trust in the HR function and its staff, to the extent that employees proactively engage HR staff for counsel and/or to help address and resolve workplace issues. Lead the development and communication of clear and fair policies and practices for conflict resolution and workplace investigations that minimize risks while meeting employee needs and identify, document, and resolve employee issues in a timely and fair manner with appropriate confidentiality. Anticipate issues that could disrupt day-to-day operations and implement policies that adhere to legal standards and are compatible with Atlanta Mission's culture.



Talent Acquisition and Retention:

Give strategic oversight and allocate appropriate resources to the organization's efforts to attract and retain exceptional, missionally-aligned talent quickly and effectively. Establish a Talent Development program ensuring each staff member can work towards milestones on their desired career path. Oversee employee onboarding, training, and development, ensuring that all offerings are aligned with each area of the organization's current and anticipated future needs.



Culture of Growth:

Foster a culture of continuous learning and innovation, ensuring that employees are equipped to excel in their current roles and are prepared for future career opportunities. Create, implement, and oversee a comprehensive learning and development framework that not only enhances the skills and supports the growth of employees and enables them to excel in their roles and contribute meaningfully to the mission, but also offers clear career pathways for growth within Atlanta Mission.

Diversity, Equity, and Inclusion:

Partner with Executive Leadership Team members to embody, integrate, and champion Atlanta Mission's culture and core values. As a thought leader, propose and/or develop organizational improvements related to diversity, equity, and inclusion, including employee developmental programs in areas such as cultural competencies, and engage efforts to help the organization not only recruit but also develop and retain future leaders from diverse backgrounds. Ensure the organization's HR systems and processes are in alignment with best practices to create a more diverse, inclusive, and equitable workplace.

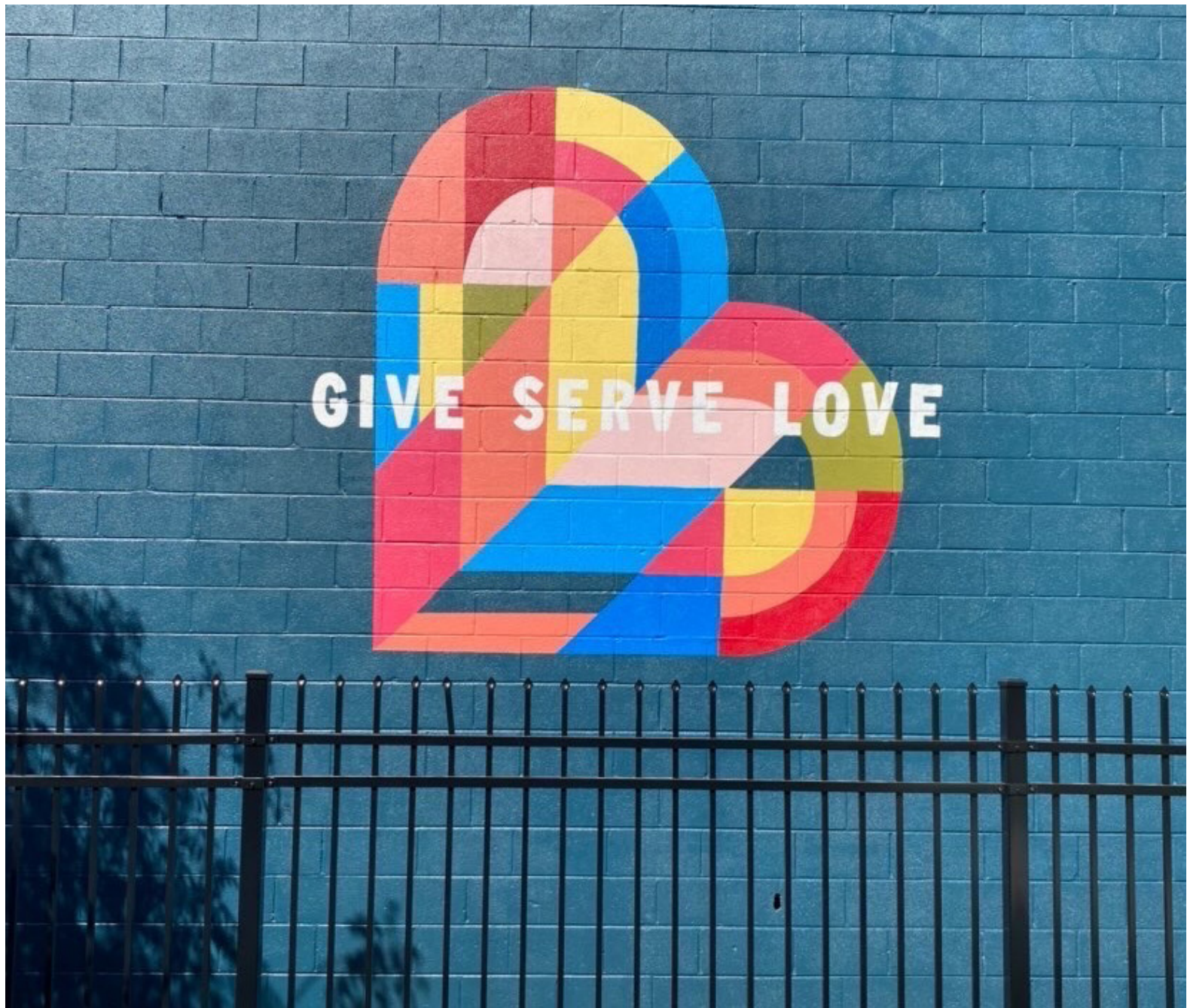
Compensation Management and Benefits Administration:

Advise the Executive Leadership Team in reviewing compensation across the organization to ensure continued equitable pay practices and manage annual compensation reporting requirements in accordance with federal and state requirements. Maintain appropriately competitive compensation ranges utilizing market surveys and required, periodic executive compensation compliance reviews. Oversee the continued selection of competitive benefit programs, including plan design selection, enrollment management, COBRA administration, and implementation of all benefit changes required by law. Oversee the management of the employee 403b retirement program, identifying and overseeing enrollment.



Qualifications and Desired Attributes

- Bachelor's degree in Human Resources, Business Administration, or a related field. Master's degree, or other higher-level degree preferred.
- 10+ years of progressive HR experience, including a focus on employee engagement and leadership development.
- One or more relevant professional certifications such as PHR (Professional in Human Resources), SPHR (Senior Professional in Human Resources), or SHRM-SCP (Society for Human Resource Management Senior Certified Professional) are preferred.
- Proven experience leading and developing high-performing HR teams.
- Strong understanding of talent acquisition, retention, and development strategies.
- Excellent interpersonal, communication, and leadership skills.
- Passion for Atlanta Mission's mission and values, with a commitment to transforming lives through Christ.
- Experience serving on an executive team is preferred.





Applications & Nominations

Although applications and nominations will be accepted until the time that a new Chief People & Culture Officer is appointed, candidates should submit application materials consisting of a resume and letter of interest addressed to the Atlanta Mission CPCO Search Committee by January 22, 2024, for most favorable consideration. Nominations, expressions of interest, and applications should be submitted to AtlantaMissionCPCO@carterbaldwin.com. Confidential inquiries and questions concerning this search may be directed to:



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