



Manager of Organizational Development The Charmer Sunbelt Group

The Charmer Sunbelt Group, located in Linthicum, MD, is one of the nation's leading distributors of fine wines, spirits, beers, bottled water, and other non-alcoholic products. We understand that our greatest asset is our people and we strive to recognize, reward, and develop our associates on a daily basis. In addition to a fantastic work environment, CSG provides its associates with competitive salaries and an excellent benefit package including Health, Dental, Life Insurance, 401(K), Vacation, Personal Leave, Tuition Reimbursement, and more!

We currently have an opportunity for a Manager of Organizational Development within our Learning & Development Department. The Manager of OD will be responsible for supporting associate development efforts across the Charmer Sunbelt Group by developing and implementing organizational development and leadership development training initiatives across all areas.

A successful candidate will be responsible for:

- Overseeing implementation of all Leadership Development (LD) programs by acting as the project manager for all related training initiatives.
- Ensuring all LD programs meet CSG's needs by mapping out curriculum for each topic area using own expertise and input from business unit Subject Matter Experts (SMEs).
- Ensuring that all LD programs are consistent with CSG design principles by acting as a liaison between SMEs and ISD team to provide content for new program design.
- Creating buy-in for all LD programs by communicating the value of new programs to senior leadership at Corporate and the Houses.
- Evaluating the effectiveness of LD programs by designing evaluation models (i.e. Kirkpatrick) in conjunction with Instructional Systems Designers.
- Monitoring the effectiveness of all LD programs by tracking relevant metrics and making necessary changes based on results.
- Providing guidance in area of Organizational Development by acting as a SME.
- Ensuring business unit training needs are met by acting as a backup facilitator for LD training (i.e. Performance Management, Civil Treatment, Behavioral Interviewing, etc.) when gaps exist.
- Ensuring that all developed programs meet agreed upon needs by auditing test/pilot workshops in conjunction with SME's/ISD staff and revising content as needed.
- Ensuring the relevance of all programs by updating training content in accordance with protocol established with ISD associates.
- Monitoring the CSG Leadership pipeline by facilitating annual associate Talent Review.

- Facilitating associate development efforts by partnering with business unit leadership to plan developmental activities, conduct 360 reviews as needed, provide coaching to associates, facilitating MBTI assessments, etc.
- Monitoring employee engagement by assisting in the coordination of engagement surveys across the Charmer Sunbelt Group.
- Facilitating culture change associated with new initiatives by developing and implementing Change Management activities (i.e. communication plans, change impact analysis, awareness activities, and reward and recognition strategies) as needed.
- Advocating need to prioritize “people perspective” in all business objectives by articulating the impact of decisions on the associates.
- Maintaining professional, technical, and product knowledge by attending workshops and conferences, reviewing professional publications, establishing personal networks, and participating in professional societies.
- Identifying and seeking to continuously exceed the service requirements of the business units by building and managing relationship with contacts at each House.

Requirements:

- Bachelor’s degree in business, human resources or organizational behavior required. Masters degree preferred.
- 5-7 years experience in HR, Training, or Organizational Development.
- HR experience preferred.
- Experience in familiarity with Organizational Development principles and practices.
- Must be fluent in organizational behavior and change management principles and able to apply these theories to real-life situations.
- Proficient PC skills using MS Offices and other various computer systems.
- Must have clear and concise writing style.
- Must have high level facilitation skills.
- Must have an understanding of and experience in the application of Adult Learning Principles.
- Demonstrated knowledge of project management principles.
- Must be able to interact with and influence front line associates through senior management.
- Must be comfortable in matrix style work relationship. Responsible for multiple deliverables to internal customers and dotted line team leads.
- Ability to multi-task, work independently and/or within a team, pays attention to detail, and must meet deadlines.

Don’t miss this outstanding opportunity to join a dynamic company! Send your resume, cover letter, and salary requirements to jobs@c-sg.com. Please reference your name and job applied for in the subject.