

Sheppard Pratt Health System is looking to fill an **Employee Relations Specialist** position on the Towson, MD campus. Individual will serve as the first point of contact for employee relations questions and concerns for the organization.

Individual will work to enhance and improve the satisfaction and engagement of all employees by ensuring that concerns are addressed and promptly resolved, compliance with legal requirements and organizational policies is maintained, and will identify issues that require further investigation and review. Provides consultation to supervisors and managers to assure consistency in the application of organizational policies and procedures and provide direction regarding employees who are not meeting standards. Assists in developing and implementing initiatives to recognize, and reward employees throughout the organization, while fostering a sense of pride and belonging.

Work requires a bachelor's degree in Human Resource Management, Business Administration, or related field. Relevant people management experience of over 3 years with SHRM certification (or ability to successfully become SHRM-certified within 24 months of hire) may be substituted for degree.

Work requires at least 2 years' experience in employee relations, including employee/management disputes and problem resolution, and strong knowledge of state and federal labor laws, EEOC, FMLA, ADA, and sexual harassment guidelines. Experience in representing the organization for unemployment hearings, EEOC litigation and other agency claims is preferred.

To be considered for this position, please visit our website, www.sheppardpratt.org to complete an employment application. Sheppard Pratt is an equal opportunity employer and will consider all applications without regard to an individual's race, color, religion, sex, sexual preference, national origin, genetic information, age, veteran's status, disability, or other protected class status.

Smoke free campus