



## People & Culture Director

Spokane, WA

### About Waters Meet

*Waters Meet, formerly known as Empire Health Foundation, a 501(c)(3) nonprofit foundation, was founded in 2008 through the sale of Deaconess Hospital and Valley Medical Center. We believe health is a fundamental human right and boldly advance health equity in eastern Washington. Through a collaborative approach to philanthropy, we center community voice, knowledge, and experience in our actions. We prioritize deep relationships with our communities, confronting systems of poverty and racism, while pursuing innovative solutions to improve health and quality of life.*

*Our core values of community, integrity, trust, compassion, and unconditional love guide our work along with our [Equity Healing Framework](#). We believe that when community leaders with vision are supported, and grassroots organizations have the resources they need, then sustainable systems change is possible. This organizational commitment is embedded in our [10-Year Strategic Direction](#).*

*With a staff of 19, we have a highly collaborative team culture and strive to support one another in showing up fully to do our best work. In recent years we've been on a journey to embed learning, reflection, feedback, and exploration of decision-making models into how we work together with each other and with our partners.*

### **Waters Meet Foundation now invites applications for a People & Culture Director to join its team.**

The People & Culture Director will have the opportunity to guide culture-building, support an environment of learning and development, and establish practices that drive a collaborative and effective workplace for a mission-driven team. The ideal candidate will have deep knowledge of best practices and values-based approaches to recruit, assess, grow, and retain top-quality talent and foster a healthy, high performing, and values-driven organizational culture. The Director will strengthen and build the Human Resources (HR) function to best support the organization, advising senior leaders, peers, and Waters Meet team members on effective talent management and culture development practices. They will steward talent acquisition, talent development, performance management, total rewards, employee engagement, benefits and wellness. They will have skills and interest in both high-level strategic planning and execution of day-to-day tactics. The Director will establish and manage relationships with external advisors, consultants, and service providers as appropriate on behalf of the Foundation.

## Job Summary

The Director of People and Culture will serve as a trusted advisor to senior leaders, internal employees, and external clients. The Director of People and Culture will provide leadership for creating an environment in which staff are engaged, valued and developed. Working in close partnership with the President and Executive Team, the Director will provide strategic leadership and direction ensuring consistent and fair application of HR policies, philosophies, and organization-wide systems to contribute to the culture and mission of the foundation.

This role reports to the Vice President of Operations. This is a full-time, exempt position.

## Essential Job Functions

### Leadership Responsibilities

- Serve as a trusted advisor and forward-thinking talent and culture strategist to senior management.
- Support the organization's efforts in promoting greater fluency in diversity, equity, inclusion, and belonging throughout the foundation.
- Identify, implement, participate in, and lead the development of an ongoing learning environment that supports use of effective diversity and equity concepts, behaviors, and tools.
- Steward positive relationship development by elevating issues and trends to leadership and identifying learning and training opportunities to support a collaborative and effective work environment.
- Support work environments that foster and reinforce individual and team health, mutual accountability, and sustainability.
- Create trust with staff and focus on critical behaviors for job satisfaction to support organizational success.

### Human Resources Responsibilities

- Develop, plan and implement all HR programs while promoting a team-based approach. Areas of focus include: organizational planning and change management, talent acquisition (including recruiting), talent development (including organization-wide learning practices), talent management (including performance management and employee relations), and HR operations (including compensation and benefits).
- Provide supervisor training, including expectations of supervisors and practices for effective supervision and performance accountability.
- Proactively address issues, identify opportunities for greater efficiency/effectiveness, propose contingency plans, and mitigate risks.
- Provide internal consulting to members of leadership.

- Manage the total people and culture budget; identify a plan for operating expenses that meets or exceeds work expectations while staying within available annual resources.
- Deploy program-specific initiatives as well as centralized processes such as performance reviews, annual salary planning, management training programs, etc.
- Oversee investigation and resolution of employee relations issues.
- Develop and execute compensation and benefit programs that are competitive in the marketplace and in alignment with organization strategy, values, and business philosophy.
- Ensure HR and related policies and procedures are updated, as required, to comply with changes in the law, changing operating norms, and/or to reflect any new operating posture or philosophy of the foundation.
- Lead in the planning and/or design of organizational structure(s) as required, to accommodate the needs of the organization to facilitate and promote a high performing culture.
- Provide coaching, counseling, tools and methods for Waters Meet staff and supervisors to enhance performance and service delivery.
- Shape Waters Meet's workforce strategy including recruitment, onboarding, performance management and action plans, succession planning, training, coaching, and overall talent management.
- Steward organizational development including leadership development and education, training, and stewardship of a positive, values-driven, team-based organizational culture.
- Manage all human resources functions in alignment with executive leadership priorities and a focus on increased productivity and effectiveness, standardization across all organizational functions and teams, improved operational efficiencies, improved employee relations, and decreased turnover.

## Qualifications

### Work Experience

- 10 years of progressive human resources administration experience.
- Human Resource certification (S/PHR or SHRM) preferred.

### Skills & Abilities

- Experience in the key Human Resources Disciplines with a deep knowledge of developing and managing talent management, change management, organizational development, recruiting and staffing, benefits and compensation, employee relations, compliance and safety, and Human Resources Information (HRIS).
- Demonstrated ability to integrate equity and inclusion practices in individual and group settings.
- Proficient with technology platforms, including MS Office, and a willingness to learn new technology systems.
- Strong written and oral communication skills.
- A solid background in supporting all aspects of a project, from developing high-level, strategic initiatives to working directly on execution and day-to-day operations.
- A strategic thinker who is able to influence the Human Resources and talent management agenda, including managing development issues.

- Skill in coaching and consulting with executive level employees, including talent management and performance leadership coaching.
- Deep understanding of current human resources regulations, laws and recommendations that impact Waters Meet.
- Ability to communicate, motivate and strategize with different audience levels, including executives, legal professionals, partners, and internal staff of all levels.
- Sound, seasoned judgment and ability to provide values-based leadership, with particular attention to the foundation's core values.
- Adept at work planning and providing analysis to facilitate decisions among staff and leadership.
- Knowledge of principles, practices and trends in recruitment and employment; compensation and benefits; record-keeping systems; and performance development and evaluation systems.
- Results-oriented; ability to quickly learn Waters Meet's priorities and translate them into actionable Human Resources solutions in order to enhance organizational effectiveness.
- High level of comfort working in an ambiguous environment requiring creativity, adaptivity, and flexibility.
- Demonstrated high level of ethics, integrity, and discretion.
- Humility, curiosity, and an understanding of how these qualities are connected to success in this role.
- Commitment to our organizational mission and values.
- Demonstrated ability to cultivate relationships and work effectively and respectfully with politically, ideologically, culturally, and geographically diverse people and communities.

## Starting Salary

\$120,500 - \$141,769

## Working at Waters Meet

At Waters Meet we are committed to nurturing a work environment where all individuals are valued and respected. We believe that equity and inclusion are essential to organizational effectiveness and excellence. This commitment is reflected in the composition of our staff, management, and board of directors. We believe in inclusive access to opportunities and strive to hire qualified staff reflecting the communities we serve.

Waters Meet offers a robust benefits package including full medical and dental insurance for employees and dependents, a generous retirement plan, and PTO. Salary ranges are set according to the compensation policy, and relevant data are reviewed when setting ranges for each position. Hybrid office time and limited travel are expected for the role.

## To Apply

**This position will be open until filled, with a priority deadline of Friday, July 3<sup>rd</sup>, 2026.**

**Candidates may submit their cover letter and resume here – [\(LINK TO BAMBOOHR APPLICANT PORTAL\)](#)**

We are committed to creating conditions where all candidates are able to fully express their talents and potential and invite you to let us know if there is any accommodation that we can provide to support you in your pursuit of this role.

Waters Meet is an Equal Employment Opportunity employer. We respect and seek to empower each individual and lift up the diverse cultures, perspectives, skills, and experiences within our organization.