2023/2024 Nonprofit Compensation \& Benefits Survey
(42040) Human Resource Manager (Single Location)

Manages and coordinates organization activities related to one or more human resources and industrial relations functions. The job typically requires a degree in human resources and $5+$ years of human resources experience or equivalent. Job duties may include, but are not limited to, employment, HRIS, compensation, benefits, payroll, organizational development, employee relations, performance management, training, recruitment, and safety. Recommends and develops policies and implements approved programs and procedures designed to protect company and employee interests in compliance with company HR policies and governmental laws and regulations. Identifies and complies with legal requirements and government reporting regulations. The manager may supervise human resources or payroll staff. Typically reports to a director or vice president but may report directly to the CEO and will develop and recommend policies for approval by senior management


