New Jersey Institute of Technology
Vice President of Human Resources
Newark, New Jersey
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The New Jersey Institute of Technology (NJIT) seeks a deeply seasoned, innovative, technology, and data-driven human resources leader to serve as the next Vice President for Human Resources (VPHR). Reporting to President Teik C. Lim, the VPHR is the Chief Human Resources Officer of the University and a member of the President’s Council. The VPHR will have a holistic and strategic approach, partnering with members across the entire institution to drive talent, ensure belonging, develop digital resources, and undertake other major initiatives to advance NJIT to achieve its ambitious goals.

About New Jersey Institute of Technology

Since 1881, NJIT has been committed to academic excellence. As one of the nation’s leading polytechnic universities, NJIT provides students with the edge they need to be leaders in today’s competitive high-tech marketplace.

As New Jersey’s public polytechnic university, New Jersey Institute of Technology (NJIT) prepares students to become leaders in the technology-dependent economy of the 21st century. NJIT’s multidisciplinary curriculum and computing-intensive approach to education provide technological proficiency, business acumen, and leadership skills. NJIT is rated an “R1” research university by the Carnegie Classification®, which indicates the highest level of research activity. NJIT conducts approximately $175 million in research activity each year and has a $2.8 billion annual economic impact on the State of New Jersey. NJIT is ranked #19 overall and the #2 public university in the U.S. by the Wall Street Journal, #1 public university in New Jersey and #28 nationally by Forbes, and in the top 2% of colleges and universities for return on investment according to PayScale.com.

With over 125 undergraduate and graduate degree programs (including 20 programs leading to a Ph.D. degree in a professional discipline) six professional schools and colleges, and 140+ research institutes, centers, and labs, NJIT is home to more than 13,000 students and over 870 full-time and adjunct faculty members. The University maintains a student-to-faculty ratio of 17 to 1 and offers small-campus intimacy with the resources of a major public research university.

NJIT is in the midst of a period of remarkable growth and progress. Approximately 188 new faculty have been hired in the last six years. Investments totaling more than $400 million in infrastructure and facilities have transformed NJIT’s campus and given students access to state-of-the-art classrooms and cutting-edge technology. Recently earning a minority-serving institution (MSI) designation from the U.S. Department of Education, which includes qualifying as
an Asian American Native American Pacific Islander Serving Institution (AANAPISI) and soon to be announced as qualifying as a Hispanic Serving Institute (HSI), NJIT prepares students to thrive in and lead the 21st century workplace.

Housed within NJIT is also the New Jersey Innovation Institute (NJII), a 501c3 organization. As an independent corporation, NJII is uniquely positioned to be agile, entrepreneurial and opportunistic. NJII is focused on accelerating technology and fostering innovation in order to have a positive economic impact in New Jersey. To date, NJII has generated over $330M in revenue during its ten years of operation across its four divisions (Healthcare, Defense, Continued Learning, Entrepreneurship) and today has a team of 120 staff. To learn more visit https://www.njii.com/about/.

NJIT’s strategic plan, Building on a Strong Foundation--NJIT 2025, is a solid plan that drove the university’s continued success, but was affected by major external events including a global pandemic, rapid advancements in generative artificial intelligence, and changing demographics of college-going students. As a result, NJIT is in the process of creating a plan that evolves the University’s 2025 plan to address these challenges directly. Through the NJIT Makes strategic plan 2030, NJIT will forge ahead to make an Innovation Nexus that transforms the public polytechnic
research university experience through unparalleled education, limitless innovation, and pioneering applied research, all designed to cultivate a diverse community of leaders and professionals.

For more information on NJIT, please visit www.njit.edu.

**Leadership**

*President Teik C. Lim*

Dr. Teik C. Lim is the 9th President of New Jersey Institute of Technology and also holds the title of Distinguished Professor of Mechanical Engineering.

Dr. Lim’s career has spanned from the private sector to university administration over a period of more than 30 years. He earned his Bachelor of Science in Mechanical Engineering (ME) from Michigan Technological University, his Master of Science in ME from the University of Missouri-Rolla, and his Ph.D. in ME from The Ohio State University.

Dr. Lim is internationally recognized as a leading scholar in the field of structural vibrations and acoustics as well as modeling and simulation technology. He was named a Fellow of the National Academy of Inventors in 2018. He is Fellow of the American Society of Mechanical Engineers and of the Society of Automotive Engineers, from which he received numerous research and teaching awards such as the Arch T. Colwell Merit Award in 2003 and the Ralph R. Teetor Educational Award in 2002. Dr. Lim also was recognized with the Thomas French Alumni Achievement Award in 2010, the GearLab Distinguished Alumnus Award in 2017, and the Distinguished Alumni Award for Academic Excellence in 2019 from his alma mater, The Ohio State University.

*Provost and Senior Executive Vice President John A. Pelesko*

After a nationwide search, Dr. John Pelesko, an alumnus of NJIT with a PhD in mathematical sciences, joined the institution on August 1, 2023 as Provost and Senior Vice President for Academic Affairs. Dr. Pelesko brings rich experience to the role, having served as a professor, department chair, associate dean, interim dean and dean at the University of Delaware (UD), where he worked from 2002 to 2023. Prior to UD, Dr. Pelesko taught mathematics at the Georgia Institute of Technology and computing and mathematical sciences at California Institute of Technology. At NJIT, Dr. Pelesko leads the Academic Affairs portfolio, which includes all academic colleges, schools, and departments; the Office of Research; Enrollment Management, Global Initiatives, and Career Development Services; Graduate Studies; Undergraduate Studies; the University Libraries, and Institutional Effectiveness. Dr. Pelesko collaborates with President Lim in setting overall university priorities and allocates funds to carry these priorities forward.
About Newark
NJIT is located in the vibrant University Heights district of downtown Newark, just 20 minutes from New York City by train. Newark is a diverse city filled with restaurants, shops, galleries and more than 30,000 college students. Getting around town is easy as Newark is a transportation hub with Newark Penn Station 10 minutes from campus, as well as Newark Liberty International Airport fewer than 15 minutes away. On-campus shuttle service to Newark Penn Station provides access to the airport as well as New York City, renowned for its culture, entertainment, and career opportunities. Situated in the heart of Newark, the University shares this vibrant and multicultural neighborhood with the campuses of Rutgers University – Newark, the Rutgers Center for Law and Justice, Rutgers Biomedical and Health Sciences, Rutgers Business School – Newark, Seton Hall Law School, Essex County College, Berkeley College- Newark Campus, and the developing University Heights Science Park.

America’s third-oldest city, Newark has been enjoying a cultural renaissance. The New Jersey Performing Arts Center (NJPAC), Newark Symphony Hall, and the Newark Museum of Art, in addition to an expanding restaurant scene, provide a plethora of options for arts and entertainment. Its rehabilitated Military Park in the historic downtown, the Ironbound District is known for its great Portuguese restaurants and local shops. The Ironbound District is home to over 570 businesses and 170 restaurants. The Prudential Center is home to the New Jersey
Devils, a professional NHL ice hockey team and is also the epicenter for concerts and events. “The Rock,” as it is known by locals, hosts over 175 events a year. Newark continues to develop as a corporate center, with Prudential Financial, Inc., Panasonic Corporation of North America, Horizon Blue Cross/Blue Shield, PSE&G, and NJ Transit, among many others, headquartered here.

NJIT also includes public service and economic development as key components of its mission and provides nearly 70,000 hours of community service each year. In partnership with the City of Newark and Newark Alliance, NJIT is committed to and participating in Newark 2020: Hire, Buy, Live Local. Under this initiative, NJIT and other Newark-based partner organizations from the public, private, and nonprofit sectors, are establishing specific targets for employing more local residents, increasing procurement of goods and services from local businesses, and providing rental incentives to eligible NJIT employees living in local, designated neighborhoods.

**The Opportunity**

The Department of Human Resources embraces a central role throughout the employee lifecycle at NJIT. The Human Resources staff is dedicated to providing the university’s 1,995 employees, including 873 part-time and full-time faculty members and 1,122 full-time and part-time staff members, with services that can assist with all aspects of employment. Comprising Talent Management, HR Services, Compensation, Benefits and Wellness, Employee and Labor Relations, HRIS and the People Service Center, and ERP Project Management and Change Management staff, Human Resources at NJIT is a full-service operation with a team of 25. Human Resources seeks to provide best in class services for the full life cycle of employment from: recruitment, hiring and onboarding; to employee resources and information, benefits and wellness, and satisfaction; to retirement and workforce planning.

In 2021, a Human Resources Transformation Committee was formed, comprising nominees from various leadership levels and representing every sector of the University. This committee is tasked with the mission of implementing successful and efficient process improvements. These enhancements aim to align the University’s operations with its strategic objectives, with the ultimate goal of establishing NJIT as a premier workplace.

The selected candidate will effectively lead the delivery of the full spectrum of human resource related services, including benefits administration, compensation, staffing and recruitment, employee relations and organizational effectiveness, and will bring experience in establishing systems and leveraging technology to deliver high quality service with a clear focus on strategy, policy, and compliance. The VPHR will partner with units across campus to collaboratively advance the mission of the University. They will be a leader of and for human resources, promoting its ability to function as an effective, efficient, and flexible resource while creating opportunities for an exchange of ideas and promoting customer service, education, and ease of access for all employees and potential employees.
The VPHR will be responsible for designing and implementing innovative HR programs and practices that align with the University’s strategic goals and foster a diverse and inclusive workplace. They will foster a highly competent and agile Human Resources Department, characterized by a deep customer-service orientation, strong morale, and the highest standards of ethics and integrity. They will serve as a thought leader and driver for fostering a diverse and inclusive community that proactively welcomes and honors all its members. They will partner with key campus decision makers, serving as a trusted advisor and expert on organizational issues, complex and sometimes sensitive employee relations matters, and will communicate changes in human resources policies, procedures and programs to faculty, administration, and staff, in a clear, concise, and timely manner.

Providing leadership to areas including labor relations, talent management, total rewards and the newly established People Service Center, the VPHR will evaluate opportunities to streamline processes through refinement of roles and procedures, the inventive use and implementation of human resource technology, and an articulation of the department’s contribution to the University’s overall mission. The VPHR is also responsible for providing all HR services under a shared service model to New Jersey Innovation Institute (NJII) which is a 501(c)(3) non-profit NJIT corporation.
Key opportunities and challenges include:

**Support for Academic Mission and Engagement with Shared Governance**
The VPHR will provide strategic, high-level oversight to senior leadership to increase the University’s ability to recruit and retain faculty and staff through best practices, competitive benefits and compensation, talent development, and a continued commitment to diversity through strong, open, and transparent relationships with key governing councils, such as the faculty and staff senates, which are key to shared governance success at NJIT. These relationships will facilitate the sharing of information, solicitation of feedback on proposed process or policy changes, and communication about new initiatives, as well as ongoing constructive feedback to enable HR to provide best in class resources to support NJIT’s mission. The VPHR will continue to support and enhance HR Academic Services in close collaboration with academic departments and the Office of the Provost to facilitate efficient, compliant, and thoughtful academic hiring practices.

**ERP System Implementation**
NJIT is undertaking the implementation of a new ERP for human resources, finance and, ultimately, student records. This implementation will kickstart a major modernization of processes and effectuate countless efficiencies for human resources and for the broader community at NJIT by reducing manual transactions, enabling ease of access to information, and facilitating faster processes. The VPHR will serve as a tri-leader of this critical project in partnership with the VP/CIO and SVP/CFO. A vendor will be chosen spring 2024, after which implementation planning and processes will unfold over the coming 2+ years.

**Change Management and Process Modernization**
In preparation for the ERP system implementation, the VPHR will work collaboratively with the HR team and partners across campus to evaluate HR processes and policies to prioritize process simplification and modernization efforts to ensure that leading edge practices are incorporated in the new system. Further, The VPHR will work with the HR team to assess and strengthen key HR systems to maximize customer service and strategic workforce planning. Such systems may include recruitment, onboarding, evaluation, training and development, and others as needed.

**Position NJIT as an Employer of Choice**
NJIT is committed to maintaining progressive, competitive, and proactive pay practices and benefits programs necessary to recruit and retain a quality workforce. A thorough compensation study is currently underway. The VPHR will continue this ongoing effort and will work collaboratively with NJIT leadership, and units across campus, to evaluate results and implement any directives that result from this study in a thoughtful and transparent manner.

**Develop Best in Class HR Systems for Employee Engagement and Satisfaction**
Prospective and new employees develop their first impression of NJIT through talent management and onboarding processes. The VPHR will lead the talented HR staff in the development/enhancement of leading-edge recruitment and onboarding practices that provide a
clear, consistent, comprehensive, and welcoming introduction to NJIT for all new employees. The VPHR will also oversee comprehensive employee services and programs that create and foster a productive, diverse, and inclusive environment with an emphasis on effective talent management and ongoing professional development for employees at all career levels.

Further, the VPHR will also continue developing and providing thoughtful development and training programs, evaluation processes, and tools and resources for employee satisfaction, productivity, and wellness.

Serve as a Key Partner in Labor Relations
Labor relations is a critical component of human resources work at NJIT with 83% of employees, both full-time and part-time, represented by collective bargaining agreements. This work requires effective collaboration, open communication, and a knowledge of effective and ethical negotiation practices. The VPHR will oversee the negotiations with the University’s eight bargaining units, which include:

- PSA/AAUP: Representing faculty, and all professional staff with greater than a 60% full-time workload
- AFSCME: Representing all operations and maintenance, department technical staff, and special services employees
• OPEIU: Representing all regular full-time and part-time employees which include secretarial/clerical, security and certain technical positions
• FOP: Representing all full-time employees employed as commissioned Police Officers
• SOA: Representing all full-time commissioned Police Sergeants
• FOP Lieutenants: Representing all full-time commissioned Police Lieutenants
• United Council of Academics at NJIT, AFT, AFL-CIO (UCAN): Representing all Graduate Student Teaching Assistants, Graduate Student Research Assistants, and full-time research staff. There is a separate contract for adjunct faculty, also represented by UCAN.

Candidate Profile

The incoming VPHR will bring a proven track record of building and leading a best-in-class human resources organization with a superior understanding of human resources strategies in a diverse and multifaceted organization. The successful candidate will bring significant experience with collective bargaining units and a proven record of success in labor relations.

A Master’s degree in Human Resources or related field or other advanced degree from an accredited university or college and ten years of successful, intensive experience in human resources, at least four years of which should be as senior level HR professional, are required. Prior experience in higher education, and SPHR or SHRM-SCP certification, are preferred.

In addition, the incoming VPHR will possess many of the following abilities, attributes, and experiences:

• Ability to think creatively and strategically, to build consensus and collaborate with others, and to articulate and implement human resources programs that reflect organizational goals;
• Proven record of success in managing organizational change, talent recruitment, development, performance management, and retention;
• Superior leadership and interpersonal skills and abilities, particularly in the areas of emotional intelligence, conflict resolution, and change management;
• Experience leading system-wide and expansive talent recruitment and retention initiatives which actively invests in high-potential talent identified through a disciplined performance management and succession planning process;
• A record of attracting, mentoring and retaining high-quality talent and building vibrant, empowered teams from ambitious, individual contributors;
• Proven ability to handle matters of high accountability in an intense environment and in effective collaboration with multifaceted and diverse constituencies;
• Demonstrated strong planning, organizational, administrative, supervisory, and budget-management skills; and the ability to deal effectively with a wide range of audiences including faculty, staff, students, job applicants, and outside organizations;
• Strong negotiation skills in order to formulate policies and programs and arrive collaboratively at solutions with stakeholders, including collective bargaining units; and
• Commitment to diversity and inclusion, particularly in the STEM fields, and a record of promoting it.

Contact
Amy Sugin and Laurie Casteen of Koya Partners/DSG, the executive search firm that specializes in mission-driven search, have been exclusively retained for this search. To express interest in this role please submit a compelling cover letter and resume by filling out our Talent Profile. All inquiries and discussions will be considered strictly confidential.

Koya Partners is committed to providing reasonable accommodation to individuals living with disabilities. If you are a qualified individual living with a disability and need assistance expressing interest online, please email NonprofitSearchOps@divsearch.com. If you are selected for an interview, you will receive additional information regarding how to request accommodation for the interview process.

Equal Opportunity at NJIT
As an EEO employer, NJIT is committed to building a diverse and inclusive teaching, research, and working environment and strongly encourages applications from individuals with disabilities, minorities, veterans, and women.

Diversity Statement
As a Minority Serving Institution and Asian-American and Native American Pacific Islander Serving Institution, diversity is a core value of NJIT and we are committed to making diversity, equity, inclusion, and belonging, part of everything we do. We celebrate the diversity of our university community and recognize the cultural and personal differences each member of the community brings to NJIT. We strive to cultivate an inclusive campus culture that promotes excellence among our faculty, staff, and students. Building a robust and diverse community is critical to NJIT’s continuing status as a premier institution of higher education and a leading polytechnic university.

About Koya Partners | Diversified Search Group
Koya Partners, a Diversified Search Group company, is the nation’s premier search firm dedicated to mission-driven leadership. Since its founding in 2004, Koya has had an exclusive focus on mission-driven clients and was founded on the belief that the right leader can transform an organization and have a deep and measurable impact on our world. Koya works with nonprofits & NGOs, responsible businesses, and social enterprises in local communities and around the world.
Diversified Search Group is consistently recognized by Forbes on its top 10 list of “America’s Best Executive Recruiting Firms” and is an industry leader in recruiting transformational leaders for a changing world. The firm is deliberately different in its approach, with best-in-class teams who have decades of experience in cultivating inclusive leaders, understanding the dimensions of diversity, and building equitable teams.

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