

# GREEN JOB FACT SHEET

# HR DIRECTOR/ RECRUITER



HR directors or recruiters facilitate the effective use of human resources to achieve organizational goals and objectives. They provide advice to all levels within their organizations regarding human resources management. They also develop employee recruitment and retention programs, help choose job candidates, facilitate employee professional development, and develop and administer other human resource programs. They also work on developing and executing recruiting and retention plans and maintaining staff and labor relations.

## The Big Picture

HR directors or recruiters have the ability to perform the following duties:

- **Develop and execute** recruiting plans.
- **Identify issues** and recommend ideas and trends that will contribute to a culture of improvement.
- **Develop and implement** HR strategies aligned with the overall business strategy.



## IS THIS CAREER RIGHT FOR YOU?

ARE YOU PASSIONATE ABOUT FOSTERING A **RESPECTFUL WORKPLACE**, DO YOU UNDERSTAND WHAT IT TAKES TO DELIVER EXCELLENT HR SERVICE IN AN EVER-EVOLVING ENVIRONMENT, AND DO YOU ENJOY **FINDING EFFICIENCIES AND MEETING BUSINESS OUTCOMES?**

If so, this might be the perfect career for you!

An HR director or recruiter must be very approachable and must be able to see things from other people's perspectives. They are sound decision-makers and help in building a strong employer brand. They bridge management and employee relations by addressing demands, grievances, or other issues. To succeed in this job, you need to have great communication, problem solving, and interpersonal skills.

## Salary

U.S. salaries range from about \$75,000 to \$208,000 per year and average about \$126,230.

## Where Can You GROW?

A career in HR can include work as an **Employee Relations Director, Vice President of HR/People Relations/People Operations, or Chief Human Resource Officer**. Some possible employers:

- Federal, state, or local government agencies
- Forest industry companies
- Consulting firms

## Moving Forward

The road to working as an **HR Director/ Recruiter** is different for everyone. Many people have training in a related field, such as Human Resources.

- **HIGH SCHOOL:** Study a wide range of subjects and focus on developing your communication skills.
- **COLLEGE:** Work toward a bachelor's or Master's degree in Business Administration, HR Management, Organizational Development, Management Studies, Communications, or Psychology.

For more about green jobs, visit [www.plt.org/workingforforests](http://www.plt.org/workingforforests)