

Workforce Role Description

Corporation of the President (COP)
Corporation of the Presiding Bishop (CPB)

General Workforce Requirements:

- Temple worthiness
- Regular attendance in a timely manner at the assigned location.

Please Note: The specific statements shown in each section of this Workforce Role Description are not intended to be all-inclusive. They represent typical elements and criteria considered necessary to successfully perform the job.

Job Title	Job Code	Grade Level	Approval Date
Human Resource Consultant	CSM		

Purposes

In the Human Resource Department: The Church-Service Missionary (CSM) will participate in planning, developing and implementing various programs sponsored by the Human Resource Department to ensure the Church has strong well planned and prepared HR systems and training programs for Church employees and managers.

Responsibilities

The CSM will function in a senior consultant capacity in a variety of ways such as:

Planning, developing and implementing the following; Performance Management, Succession Planning, Work and Resource Planning.

Developing training programs and learning solutions; Executive Development Strategies; Performance training for supervisors and managers.

Will be involved in performing the above for all phases and functions related or assigned to the Church Human Resource Department.

Qualifications

Requires extensive experience and formal training related to: Human Resources, Organizational Development or closely related field.

Experience in developing and administering a broad cross-section of human resource /workforce training programs.