



12400 KILN COURT, SUITE A • BELTSVILLE, MD 20705
PHONE: 301-625-2406 FAX: 301-622-2969

Director of Human Resources

📍 Beltsville, MD | 🗑️ Full-Time | Hybrid (3 days in-office)

Compass, Inc., a progressive non-profit supporting people with developmental disabilities, is seeking a dynamic and experienced **Director of Human Resources** to lead our HR strategy and operations. This is a key leadership role reporting directly to the Executive Director and serving on the Senior Leadership Team.

About the Role

The Director of HR will shape and lead a person-centered, high-performance culture that empowers employees and supports Compass' mission. You'll oversee all aspects of HR including:

- Strategic HR planning and leadership
- Talent acquisition and retention
- Staff development and training (DDA & COMAR compliance)
- Employee relations and performance management
- Compensation and benefits administration
- HRIS and data systems management
- Regulatory compliance and reporting

You'll supervise a team of 7 HR professionals and collaborate across departments to ensure HR practices align with organizational goals and values.

Key Skills & Competencies

- Strategic thinking and organizational planning
- Strong interpersonal and communication skills
- Conflict resolution and employee relations expertise
- Data analysis and HR metrics interpretation
- Knowledge of employment law and compliance (ERISA, ACA, COMAR)
- Proficiency in HRIS and Microsoft Office Suite
- Ability to foster equity, inclusion, and psychological safety
- Project management and process improvement
- Coaching, mentoring, and team development

What We're Looking For

- Bachelor's degree in HR, Human Services, or related field (Master's or HR certification preferred)
- 6–10 years of HR generalist experience, ideally in non-profit or healthcare
- Proven leadership and supervisory experience
- Commitment to person-centered support and continuous improvement

Why Join Compass?

- **Competitive Salary**
- **Generous Benefits:**
 - 3 weeks PTO + 11 paid holidays
 - Health, dental, vision insurance + HRA
 - 401(k) with 5% employer match
 - Paid life insurance, short-term disability, EAP
 - Paid training and professional development
- **Hybrid Work Schedule:** 3 days in-office, 2 remote (subject to change)

How to Apply

👉 Apply online at: <https://compassmaryland.applytojob.com/apply/2WjozEWJEV/Director-Of-Human-Resources>

Please include a **cover letter** highlighting your interest and relevant experience.

Compass, Inc. is an Equal Opportunity Employer.

Cultivating Opportunities that Maximize Personal Accomplishments, Strengths & Successes since 1995.
