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### **Job Description: Organizational Development Manager**

**Position Overview:** We are seeking an experienced and dynamic Organizational Development Manager to join our team. The ideal candidate will be responsible for designing, implementing, and managing organizational development initiatives that enhance employee performance, engagement, and overall organizational effectiveness. This role requires a strategic thinker with a passion for fostering a positive workplace culture and driving change.

### **Key Responsibilities:**

- **Strategy Development:** Collaborate with senior leadership to develop and implement organizational development strategies aligned with the company's goals and objectives.
- **Program Management:** Design, manage, and evaluate organizational development programs such as performance evaluations and review programs, training, and leadership development.
- **Needs Assessment:** Conduct assessments to identify skill gaps, training needs, and areas for improvement within the organization.
- **Training and Development:** Create and facilitate training programs that enhance employee skills, knowledge, and competencies. Monitor training effectiveness and make necessary adjustments.
- **Change Management:** Lead change management initiatives to ensure smooth transitions during organizational changes. Develop communication plans and provide support throughout the change process.
- **Employee Engagement:** Develop strategies to enhance employee engagement, satisfaction, and retention. Analyze engagement survey results and implement action plans based on findings.
- **Collaboration:** Work closely with HR and other departments to align organizational development initiatives with overall business objectives.
- **Develop Data Analysis:** Develop metrics and analytics to measure the impact of organizational development initiatives and provide regular reports to leadership.
- **Technology Competency:** Working with the Workday Talent Admin to define the business requirements to ensure the HCM system meets the goals of the organization.

### **Qualifications:**

- Bachelor's degree in Human Resources, Organizational Development, Business Administration.
- 5+ years of experience in organizational development, talent management, or related fields.

- Strong understanding of adult learning principles, training methodologies, and change management practices.
- Excellent communication and interpersonal skills, with the ability to build relationships at all organizational levels.
- Proven ability to analyze data and metrics to drive decision-making and program improvements.
- Strong problem-solving skills and a proactive approach to addressing challenges.
- Experience in designing and implementing employee engagement initiatives.