

## **POSITION PROFILE**

**On behalf of our client, Riverside Healthcare  
CohenTaylor Executive Search Services  
is conducting a retained executive search for its**

# **VICE PRESIDENT OF HUMAN RESOURCES**



## Mission

Life is a remarkable journey.

Health impacts every step - how we connect with others, how we express our potential, how we pursue our dreams.

At Riverside, our mission is to provide healthcare experiences that are just as remarkable.

We do this for each and every person, regardless of their personal or economic circumstances.

We offer our highest thinking, our kindest touch, and our strongest commitment to excellence.

## Values

**Integrity:** We respect human dignity and consistently promote fairness and honesty.

**Excellence:** We strive for clinical, operational and service excellence by fostering professional development, accountability, teamwork and commitment to high value.

**Partnership:** We work in cooperation with other care providers, guided by open communication, trust and shared decision-making.

**Stewardship:** We advocate prudence in the use of our financial and human resources for the advantage of the communities we serve.

Learn more at [riversidehealthcare.org](http://riversidehealthcare.org)

Riverside Hospital opened its doors in 1964; today, Riverside Healthcare is a fully integrated healthcare system serving the needs of patients throughout the Illinois counties of Kankakee, Iroquois, Will, Grundy and beyond.

Riverside Healthcare is comprised of five entities:

- **Riverside Medical Center**, located in Kankakee, is a 300-bed hospital that provides a full scope of inpatient and outpatient care and is a nationally recognized, award-winning Level II trauma hospital with leading programs in heart care, cancer care, neurosurgery and orthopedics. Its reputation for nursing excellence has made Riverside the area's only Magnet<sup>®</sup>-recognized hospital, and its clinical performance has earned an "A" rating in the last 5 Leapfrog Hospital Safety grading periods as well as the Press Ganey Guardian of Excellence Award.
- **Riverside Medical Group** operates numerous community, primary and specialty health centers throughout the region.
- **Riverside Senior Life Communities** comprise Westwood independent/assisted living and memory care, Miller Healthcare, and Bourbonnais Grove assisted living and memory care.
- **Riverside Healthcare Foundation** raises funds for the health system for use in facility construction and repair, new equipment acquisition, community health care education initiatives and clinical research.
- **Oakside Corporation** operates the Riverside Health Fitness Center and also coordinates community counseling programs and home health care.



Riverside has established collaborative working relationships, cultural exchange programs, and partnerships to bring quality and performance initiatives, new treatment methodologies, advanced cardiovascular surgical expertise and 24-hour pediatric specialists to patients. Its partners include Rush Health, University of Chicago Medicine and Comer Children’s Hospital.

Riverside Healthcare constantly strives to improve its offerings, services and programs and is proud of the recognition it has received for its efforts. These include: 11-time receipt of the Watson Health 100 Top Hospitals® award; three-time receipt of CHIME HealthCare’s Most Wired® designation; Magnet® designation for nursing excellence since 2011; recognition since 2012 as one of Becker’s Hospital Review’s “150 Great Places to Work in Health Care” with additional accolades as America’s and Illinois’s Healthiest Employer; and consistent ranking as one of the top hospitals in the nation by Healthgrades, including repeated receipt of the Distinguished Hospital Award for Clinical Excellence™ and receipt of the Outstanding Patient Experience Award.

Acting as one, Riverside Healthcare brings to the region medical care that is unsurpassed by any other institution.

## Awards and Recognition

Riverside Medical Center has demonstrated a longstanding commitment to clinical excellence, quality improvement, and compassionate care as demonstrated by its outstanding patient outcomes across a variety of service areas, including orthopedic surgery, joint replacement, valve surgery, stroke care, prostatectomy, cholecystectomy, and treatment of respiratory failure.

Consistently ranked among the top hospitals in the nation, Riverside Healthcare received the Healthgrades 2020 Patient Safety Excellence Award™. Riverside Healthcare was also the only hospital in Illinois to receive the Healthgrades 2020 Labor and Delivery Excellence Award™. This distinction places Riverside Healthcare in the top 10% of all hospitals evaluated and recognizes the exceptional care of mothers during and after labor and delivery.



## The Role

Reporting to the President and Chief Executive Officer of Riverside Healthcare, the Vice President of Human Resources provides leadership, direction and strategy for human capital across the healthcare continuum. Responsible for developing and implementing long-range strategic talent management solutions that support the performance of Riverside Healthcare, the Vice President of HR has the primary responsibility to oversee, plan, organize and direct all aspects of the Human Resource function, including staff and physician recruitment, compensation, benefits, employee relations, HRIS, employee wellness and organizational development and training.

## Reporting Relationships

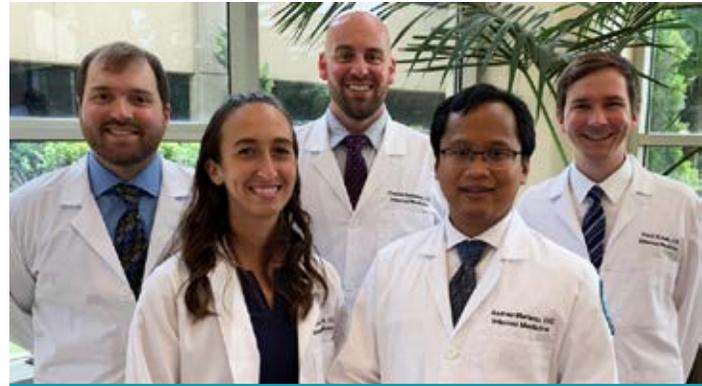
The Vice President of HR will report to the Riverside Healthcare President and Chief Executive Officer and have direct oversight of approximately 17 staff members. The VP of HR currently has the following six direct reports:

- Manager of HR Operations
- Manager of Employment & Workforce Planning
- Director of Organizational Development & Leadership
- Employee Wellness & Outreach Manager
- Physician Recruitment Manager
- Director of Pastoral Care

## Key Accountabilities

### Leadership

- Provide leadership to the system, as a member of the administrative team, in developing the organization's Human Resources management philosophy and practice.
- Participates in the strategic planning process and collaborates with executive leadership to define the organization's long-term mission and goals; identifies ways to support this mission through talent acquisition and management.
- Works collaboratively with the senior leadership team to lead the future direction for people and create a culture of engagement.
- Formulates and directs the implementation of the short- and long-range Human Resource Department objectives/strategic plan and direct the implementation plans, which will support and attain specific system goals, objectives and targets.



## Riverside Medical Center *A Teaching Hospital*

The Riverside Medical Center residency programs accept a total of five new residents per year for the Internal Medicine Program and three residents per year for the Psychiatry Training Program.

Riverside Fellowship Programs include cardiology, interventional cardiology, and gastroenterology. Additional learning opportunities exist throughout the healthcare system, including med student, PA, and NP rotations as well as clinical student groups.

With 25 physicians in training at any given time, Riverside is shaping the future of healthcare.

*Shaping the future of healthcare*

## Compliance

- Develops and manages the systems Human Resource policies and programs in each functional area, i.e., staff and physician recruitment, compensation, benefits, employee relations, HRIS, employee wellness, and organizational development and training in order to assure the organization's objectives are met.
- Evaluates changing legal developments as they relate to Human Resource management and develops new or modifies existing policies and programs to assure continued compliance with all federal, state, and local laws and regulations.

## Team Development & Oversight

- Directs and evaluates the Human Resource Department operations ensuring the appropriate selection, training, compensation, performance evaluation and disciplining of department personnel. Ensures department performance meets or exceeds established objectives and targets in order to ensure continuous improvement in the services provided.
- Established succession planning across the organization with a focus on team development, mentorship, and continual professional and personal growth of staff members.
- Mentors, develops, recruits and retains a service-oriented team. Fosters an environment that promotes professional growth and staff development through effective leadership and education.

## Relationship Building

- Maintains professional and community affiliations as appropriate in order to keep abreast of developments in hospital administration and maintain positive community relationships.
- Promotes effective, open communication and strong collaborative working relationships with all levels of staff, including clinicians.

## Employee Relations & Welfare

- Creates an environment that is open, inclusive and a place where team members are engaged in mission, vision and values of Riverside.
- In collaboration with the Chief Medical Information Officer and clinical leaders, engages physicians, nurses and all staff members to reduce burnout and provide a positive care environment for patients and staff.
- Administratively responsible for Human Resources, Physician Recruitment, Employee Wellness, Organizational Development and Learning and Pastoral Care.

## The Ideal Candidate

The ideal Vice President of Human Resources will be a collaborative, authentic and strategic leader who is passionate about Riverside Healthcare's mission and core values. They will bring proven experience leading and building an innovative and strategic HR function and be equipped to enhance Riverside Healthcare's brand as a sought-after employer. The successful candidate will cultivate and promote innovative recruiting, retention and processes to respond to the growing demand for services and to meet the objectives of the strategic plan.

While no one candidate will have all the criteria enumerated below, the ideal candidate will possess the following professional and personal abilities and attributes:

- A **well rounded, proven HR practitioner** knowledgeable in all areas of HR, including a depth of experience in creative talent acquisition.
- A **strategic, proactive business partner** who can engage the leadership team and staff around creative HR solutions to alleviate current pain points; and who can bring fresh ideas to drive growth and impact.
- A **proven people leader** who is a strong talent developer and mentor of staff; can develop and maintain a positive organizational culture.
- A **confident, engaged team player**; eager to become a part of an executive leadership team that is focused on growth and excellence.
- A **collaborative team builder**, viewing HR as a strategic support function of the organization.
- A metric and outcome driven HR leader, with an ability to **clarify, identify and track KPIs** relevant to HR outcomes.
- An **ethical leader** who bases decisions in fairness and holds all staff accountable.
- A **strong communicator**, open to feedback and skilled at conflict resolution, with an ability to influence others.
- A **forward-thinking people leader** passionate about creating a **recruiting and employee experience** to attract and retain employees.
- A **leader deeply committed to the community** of Kankakee and surrounding areas.

## Minimum Requirements

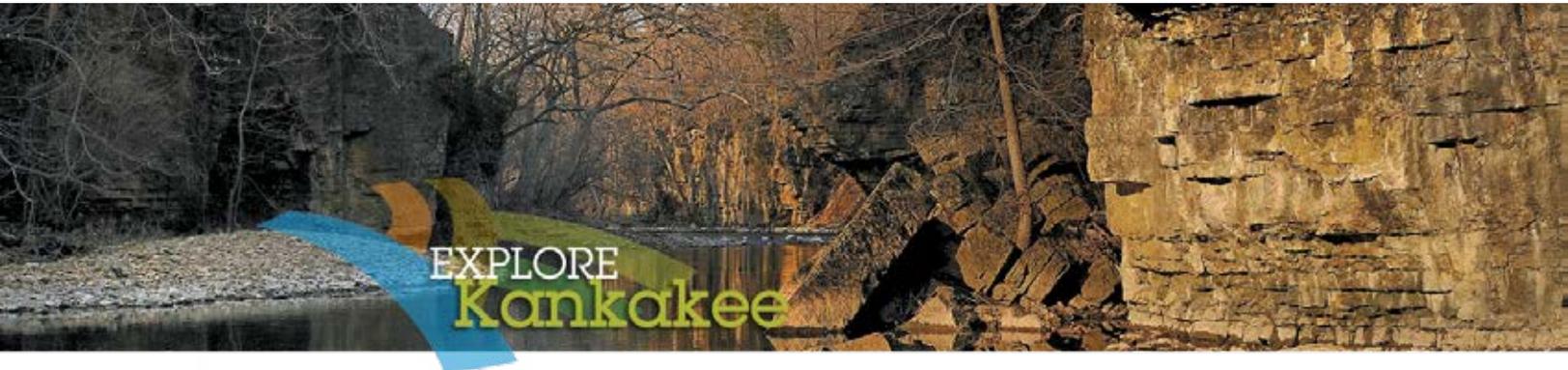
- Master's degree or equivalent education, preferably with a focus in business or human resources.
- 15 or more years of experience in human resources leadership with a successful track record of progressively increasing responsibilities.
- Experience in all human resource functions including benefits, compensation, associate engagement, learning and development, associate and labor relations, performance management, recruitment and staffing, organization development, policy and procedure development, regulatory compliance, etc., as well as associated generalist responsibilities.
- Health care experience or insights is preferred but not required.

**For more information  
or to send your credentials,  
please email**

**[Riverside@cohentaylor.com](mailto:Riverside@cohentaylor.com)**

**All inquiries will remain confidential.**

Equal Opportunity Employer/Protected Veterans/Individuals with Disabilities: The contractor will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with the contractor's legal duty to furnish information.



Kankakee County, with a population of approximately 109,862, lies in the Kankakee-Bourbonnais-Bradley Metropolitan Statistical Area just 50 miles south of Chicago. With 57 miles of winding river, Kankakee County provides rural and urban destinations, rich history, and natural beauty with opportunities for fishing, boating, biking, camping, golfing, and enjoying riverfront parks. The Kankakee Valley Park District maintains 37 parks comprising of a total of 600 acres; facilities include an indoor ice skating rink, a 1,000 seat recreation center, a dog park, a 72-boat slip marina on the Kankakee River, and a five-acre stocked quarry. The district also features two softball complexes that have both been inducted into the Softball Hall of Fame, is home to the annual State and World Series tournaments, and proudly boasts several youth baseball teams that have won state championships and advanced to the Little League World Series.

Olivet Nazarene University and Kankakee Community College are located within the county, providing the community with art galleries, theater performances, a planetarium, and NCAA Division III sports. Kankakee County also offers a farm museum, planetarium, railroad museum, symphony orchestra, wind ensemble, and municipal band. The area hosts many hometown festivals each year, including one of the largest BBQ festivals in the Midwest each July, the Herscher Labor Day Celebration, Kankakee County Fair, Merchant Street MusicFest, Manteno Oktoberfest, Momence Gladiolus Festival, Strawberry Jazz Festival, Bourbonnais Friendship Festival, Bradley Lighted Christmas Parade, Fall Art Stroll, and one of the largest traveling rodeos in the state.

**Learn more at**  
[visitkankakeecounty.com](http://visitkankakeecounty.com)

