



HUMAN RESOURCES DIRECTOR

JOHNSTON, IOWA

Johnston is a vibrant community that boasts dynamic growth and development, offering facilities designed to enhance enjoyment for everyone.



6221 MERLE HAY ROAD
JOHNSTON, IA 50131



WWW.CITYOFJOHNSTON.COM/JOBS

THE COMMUNITY



In Johnston, Iowa, friendly faces shine brighter than the sunshine in this thriving, stable, and progressive community. Located just north of Des Moines, Johnston offers abundant parks, 45 miles of trails, excellent schools, responsive government, and a high quality of life. With its green spaces, distinct seasons, and welcoming residents, Johnston is truly a place where you can flourish every day.



Johnston's roots trace back to 1846, when Ezekiel Hunt established a sawmill near NW 58th Street and NW Beaver Drive. The area became known as Johnston Station, honoring John F. Johnston, a railroad agent for the Interurban line connecting Des Moines and Perry. In the late 1920s, Henry A. Wallace's hybrid corn experiments led to the creation of the Pioneer Hi-Bred Corn Company, now Corteva Agriscience, which still employs over 2,000 people in Johnston.

Incorporated in 1969 with a population of 2,236, Johnston has since expanded to over 25,000 residents across 17 square miles. Renowned for its engaged citizens, vibrant neighborhoods, flourishing businesses, and award-winning schools, it has earned the title of the 25th Best Suburb in America and the top suburb in Iowa according to Business Insider.

A 2024 survey highlighted that residents expressed satisfaction with:

- 97% of emergency medical services
- 97% of police services
- 96% of fire services
- 92% of street sweeping and cleanliness of public areas
- 91% of street lighting
- 87% of city water and sewer services



Major employers include Corteva Agriscience, John Deere Financial, Camp Dodge, and the Johnston Community School District. Higher-education institutions such as Drake University and DMACC are nearby. Residents and visitors alike delight in attending Johnston's festivals, such as Kites on the Green, where around 3,000 people gather in May to witness the skies adorned with colorful kites. Residents enjoy weekly farmers markets, events at Johnston Town Center, and outdoor activities at Saylorville Lake, local parks.

GOVERNANCE AND ORGANIZATION



In Johnston, a Mayor-Council system is in place, comprising of five Council Members and a Mayor elected at large. Council Members serve four-year staggered terms, while the Mayor serves two-year terms without any term limits.

Since 2000, the city has experienced a remarkable 271.3% population growth and holds an impressive AA+ bond rating. In 2024, Johnston saw over \$84 million in construction activity, including five new commercial building permits, 64 permits for single-family homes and 14 townhome permits. Several expansive residential subdivisions are either in the final planning stages or are currently under construction.

With a \$89.1 million budget for Fiscal Year 2026, and a staff of 155 full-time and 29 part-time employees, the City of Johnston maintains an ad valorem tax rate of \$11.4379 per \$1,000 of taxable valuation.

The city's workforce is comprised of both represented and non-represented employees. Represented groups include the International Association of Fire Fighters (IAFF), the Teamsters representing Police personnel, and AFSCME representing employees in the Parks and Public Works departments.



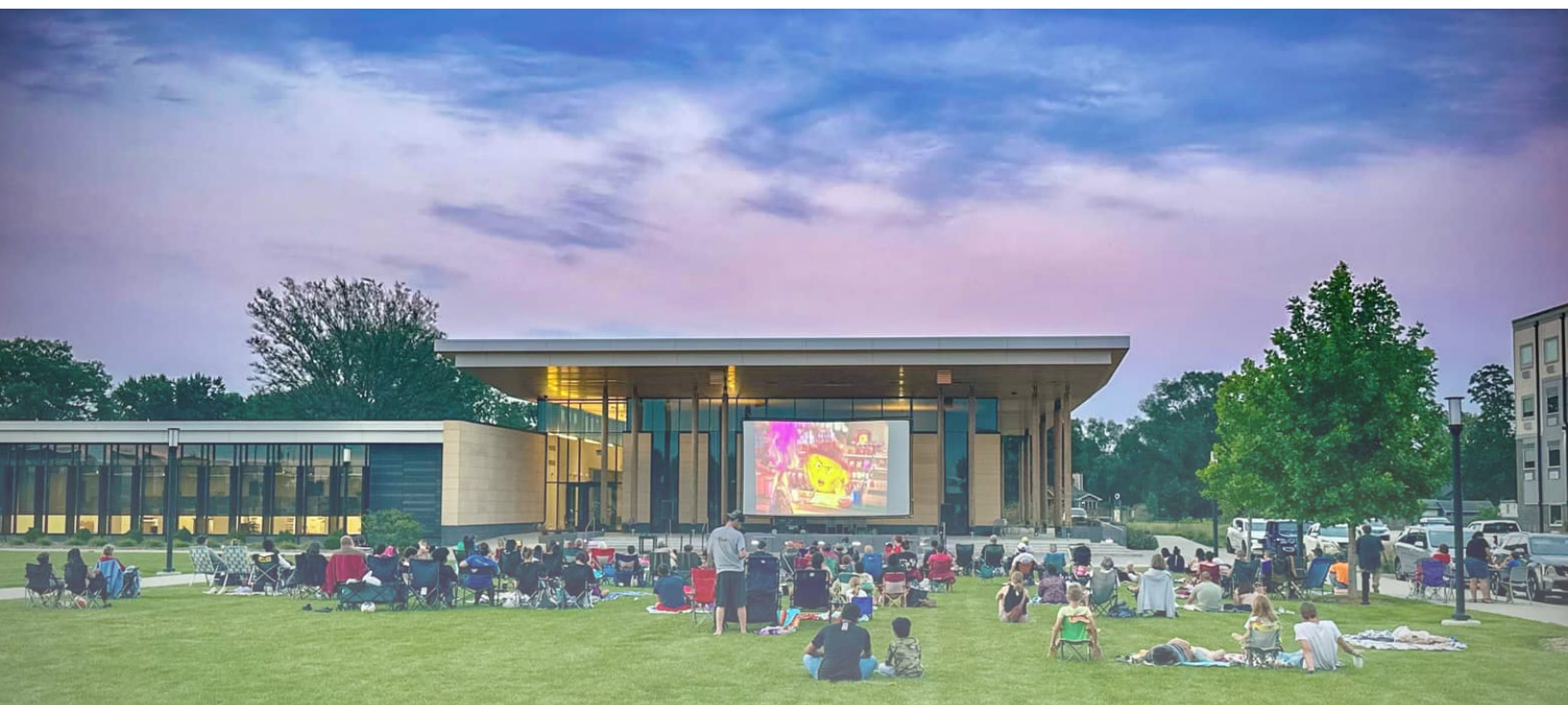
ABOUT THE POSITION



The Human Resources Director provides strategic leadership and management of all City-wide human resources programs, policies, and initiatives. The Director serves as a trusted advisor to the City Administrator's Office, department heads, and employees, ensuring fair, consistent, and innovative approaches to HR management.

More about the position:

- Oversees day-to-day human resource operations, including employee inquiries, employment actions, and records management.
- Develops and maintains personnel policies, employee handbooks, and related procedures.
- Manages classification and compensation systems, job descriptions, evaluations, and pay studies.
- Administers employee benefits programs and coordinates with brokers and providers to resolve employee questions and claims.
- Leads employee engagement, well-being, and retention initiatives that promote a positive organizational culture.
- Administers recruitment, selection, and onboarding processes, ensuring a smooth transition for new employees.
- Serves as the city's management representative in labor relations, including contract negotiations and grievance administration.
- Ensures compliance with all applicable state and federal laws, local policies, and employment regulations.



IDEAL CANDIDATE



The Human Resources (HR) Director will be a strategic, people-centered leader who fosters trust, collaboration, and accountability across the organization. This individual will combine technical HR expertise with strong interpersonal skills, serving as an advisor to the City Administrator and a resource to employees and department heads.

The ideal candidate will have broad municipal human resources experience, including labor relations, classification and compensation, recruitment, employee engagement, and employee retention. Experience working with both represented and non-represented employees is essential, as the City includes three collective bargaining units, IAFF (Fire), Teamsters (Police), and AFSCME (Parks and Public Works).

Ethical leadership is fundamental for this role, emphasizing confidentiality, integrity, and professionalism. The successful candidate will be approachable, innovative, and dedicated to cultivating a positive, inclusive workplace culture that supports employee well-being and organizational excellence.

EDUCATION AND EXPERIENCE

A Bachelor's degree in Human Resources, Public Administration, Business, Sociology, Psychology, or a related field, as well as five years of increasingly responsible administrative or managerial experience in human resources administration or employee relations, is required. Experience in public sector or municipal human resources administration is strongly preferred. Professional certification such as PHR/SPHR or SHRM-CP/SHRM-SCP is preferred. An equivalent combination of education, experience, professional accomplishment, or community involvement will be considered in place of these qualifications.

COMPENSATION AND BENEFITS



The City offers a comprehensive benefits package, including medical, dental, vision, life insurance, paid time off, retirement, and more.

FY 2024-25 salary range for the position is \$118,368 to \$167,132, with an expected starting wage between \$118,368 to \$139,206, depending on qualifications.

Deadline to apply for the position is Sunday, November 23.

APPLICATION PROCESS

For more information on this position, contact:

Mike Pogge-Weaver, City Administrator
mpoggeweaver@cityofjohnston.com
515-727-7760

The City of Johnston is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists for this position will be subject to a comprehensive background check.

Apply by visiting www.cityofjohnston.com/jobs

RESOURCES

City of Johnston

www.cityofjohnston.com

Johnston Economic Development

www.cityofjohnston.com/659

Community Survey Results

www.cityofjohnston.com/742

Grow Johnston

www.growjohnston.com

Johnston Chamber of Commerce

www.johnstonchamber.com

Thrive 2040 Comprehensive Plan

www.cityofjohnston.com/928

City Administrator's Office

www.cityofjohnston.com/93



CONNECT WITH US

