POSITION PROFILE

Vice President, People and Culture
Academy Museum of Motion Pictures
Los Angeles, CA
ABOUT ACADEMY MUSEUM OF MOTION PICTURES

The Academy Museum of Motion Pictures furthers the understanding, celebration, and preservation of cinema through inclusive and accessible exhibitions, screenings, programs, and collections. Welcoming visitors from Los Angeles and around the world, the Museum works in active partnership with motion picture artists and specialists, scholars, staff, and diverse communities to contextualize and challenge dominant narratives around cinema, inspiring discourse, connection, joy, and discovery.

LEARN MORE:
academymuseum.org
REPORTING TO THE CHIEF OPERATING OFFICER AND GENERAL COUNSEL, THE VICE PRESIDENT, PEOPLE AND CULTURE WILL BE A FORWARD THINKING, STRATEGIC LEADER THAT WILL PARTNER WITH THE SENIOR LEADERSHIP OF THE ACADEMY MUSEUM TO IMPLEMENT BEST PRACTICES IN PEOPLE AND CULTURE DURING THIS IMPORTANT TIME OF TRANSITION FOR THE ORGANIZATION. THIS VICE PRESIDENT WILL OVERSEE THE DEVELOPMENT AND IMPLEMENTATION OF TALENT MANAGEMENT, COMPENSATION, EMPLOYEE BENEFITS, AND PEOPLE AND CULTURE POLICIES INCLUDING LEGAL COMPLIANCE, EMPLOYEE RELATIONS, WORKERS COMPENSATION, AND UNION RELATED PROCESSES.

THE IDEAL CANDIDATE WILL:

• Foster a workplace cultural environment that is consistent with the values of the Academy Museum and a champion of creating a workplace culture aligned with being a best place to work.

• Partner closely with the EVP, HR at the Academy on building aligned cultures, policies, and pay structures.

• Partner with the Academy of Motion Picture Arts & Sciences’ Office of Representation, Inclusion, and Equity in creating a place of belonging.

• Drive consensus on our values, our leadership philosophies, and alignment to the Academy Museum objectives; ensure that they are lived and understood by all staff.

• Organize and drive our talent acquisition process, guiding hiring leaders in their search for great talent, building our brand, and developing an efficient talent funnel.
• Act as a trusted advisor to the COO and the Director and President of the Academy Museum on all matters related to culture, people, and the ongoing development of a highly functional team.

• Develop and implement programs designed to enhance and reinforce employee engagement and productivity and recognize employees for their contributions to the Academy Museum’s success.

• Drive effective cross-departmental collaboration and internal communications across the Academy Museum.

• Be a caring advocate for our 375 employees, helping them navigate challenges and pursue opportunities as they and the Academy Museum evolve.

• Manage and resolve complex employee relation issues by conducting effective, thorough, and objective investigations, documenting investigations, and analyzing and writing comprehensive fact-finding reports on employee relations issues.

• Create policies and procedures and provide guidance to employees at all levels in the areas of career development, organizational management and leadership, and employee relations issues.

• Partner with the Office of Representation, Inclusion, and Equity in creating a place of belonging.

• Strategically approach compensation management to ensure the organization is prepared and equitable in matters related to compensation.

• Design, facilitate, and oversee training and development programs, including leadership programs, organizational needs assessments, and strategic planning.
CANDIDATE PROFILE

The successful candidate will ideally have 10+ years of experience in Human Resources, 5+ in a senior level position. With an astute eye for workforce needs and a passion for people, this individual will have expertise as a thought leader who anticipates future trends and consequences and creates strategies and plans accordingly. They will have strong executive presence with exceptional influencing and business skills and the maturity and interpersonal savviness to be proactive and establish credibility with staff at all levels. This leader will have a passion for building and supporting a diverse workforce and fostering an inclusive culture.

Experience in working in the museum, arts, culture, or nonprofit sector is welcomed, and experience with unionized organizations is a plus. Bachelor’s degree in Human Resources, Business Administration, or related field is preferred; Master’s degree is a plus; and SHRM-CP or SHRM-SCP is preferred.

In addition, the ideal candidate will have the following personal attributes and professional competencies:

PASSION FOR THE MISSION

The Vice President, People and Culture will be a passionate and empathetic leader who leads with their values and effortlessly embodies the importance of the mission and work of the Academy Museum. The ideal candidate will be an experienced change agent who can celebrate the history and culture of the world of cinema while simultaneously promoting a forward thinking, well respected, and effective People and Culture function. Recognizing the work already underway in the evolution of the Museum from start-up to operations mode, there will be a continued emphasis on defining and celebrating a new culture that is focused on equity and inclusion.
HUMAN RESOURCE EXPERTISE WITH A DEI LENS
The Vice President, People and Culture will have extensive knowledge of human resources best practices and expertise in implementing strong processes that will support a mission-driven organization during an important time of transition. This leader will have a solutions mindset and will bring new ideas to the Academy Museum while possessing the organizational and problem-solving skills needed to efficiently carry out day-to-day operations. The Vice President, People and Culture will have a strong equity and inclusion perspective that will guide them in their work in developing and implementing HR policies, procedures, and decision-making. This person will have unparalleled personal integrity, discretion, and tact, with clear experience in organizational development, compensation, employee relations, and training and development.

VISIONARY AND STRATEGIC LEADERSHIP
The ideal candidate will be a strategic leader and thinker with the ability to transform short-and long-term strategies into immediate goals and initiatives. This leader will oversee the analysis of critical areas of attention, gaining buy-in from employees, and instate proven strategies that proactively address problems with effective solutions. Working closely with senior leadership, the Vice President, People and Culture will have an open, creative, and flexible mindset, and will bring a progressive way of thinking as they think about establishing compelling and effective talent development and management practices.

CHANGE MANAGEMENT
The Vice President, People and Culture will be approachable and interested in engaging with staff to further establish the organization’s culture and values. This person will come in with a demonstrated track record leading, implementing, and communicating large-scale change management initiatives in a complex organization, with a keen understanding of how to empower people, influence colleagues, and work across departments in a complex organization.

COMMUNICATION SKILLS & RELATIONSHIP BUILDING
The Vice President, People and Culture will have high emotional intelligence and superior communication skills with the ability to listen and respond effectively to a diverse group of audiences. They will be skilled at building, enhancing, and sustaining excellent relationships throughout the organization in order to unify departments and functions across the organization. The Vice President, People and Culture will have a people-first orientation, be passionate about inspiring and mentoring others, encouraging the best efforts of each employee, and serve as a model of collaborative leadership.
COMPENSATION & BENEFITS

Salary is competitive and commensurate with experience. The Academy Museum’s generous benefits include comprehensive medical, dental, and vision insurance; PTO and Sick Time; and 401(k) options.

If hired, The Academy Museum requires all employees to be vaccinated against COVID-19, unless a medical or religious accommodation is needed as determined on a case-by-case basis.

CONTACT

Koya Partners, the executive search firm that specializes in mission-driven search, has been exclusively retained for this engagement. Michelle Bonoan and Jennifer Smith of Koya Partners have been exclusively retained for this search. To express interest in this role, please submit your materials here, or email Michelle and Jennifer directly at mbonoan@koyapartners.com and jsmith@koyapartners.com. All inquiries and discussions will be considered strictly confidential.

Koya Partners is committed to providing reasonable accommodation to individuals living with disabilities. If you are a qualified individual living with a disability and need assistance expressing interest online, please email NonprofitSearchOps@divsearch.com. If you are selected for an interview, you will receive additional information regarding how to request an accommodation for the interview process.

Academy Museum of Motion Pictures is an equal opportunity employer and strongly encourages applications from people of color, persons with disabilities, women, and LGBTQ+ applicants.

About Koya Partners

Koya Partners, a part of Diversified Search Group, is a leading executive search and strategic advising firm dedicated to connecting exceptionally talented people with mission-driven clients. Our founding philosophy—The Right Person in the Right Place Can Change the World—guides our work as we partner with nonprofits & NGOs, institutions of higher education, responsible businesses, and social enterprises in local communities and around the world.

For more information about Koya Partners, visit www.koyapartners.com.