The Organization:

PLOS is a nonprofit, Open Access publisher founded in 2001 with a mission to accelerate progress in science and medicine by leading a transformation in research communication.

The organization has been breaking boundaries since its founding, pushing the boundaries of “open” to create a more equitable system of scientific knowledge and understanding. PLOS journals propelled the movement for OA alternatives to subscription journals; redefined publishing with PLOS ONE, the world’s largest multidisciplinary, peer-reviewed journal; developed the first suite of Article-Level Metrics; and demonstrated the importance of open data availability.

Nearly 20 years later, PLOS has seen its initial experiments grow into a wave of Open Access support that has forever changed the scholarly communication landscape – and the PLOS team is only getting started! As Open Science practices evolve, they are constantly exploring new ideas and emerging technologies that will open up scientific communication; to provide more opportunities, choice, and context for readers and researchers; and to share knowledge rapidly, efficiently, and broadly.

PLOS’s principles articulate their breadth of their efforts to empower researchers to transform science:

- We break down barriers to advance research faster, share more broadly, and increase collaboration for the benefit of society.

- Our breadth of scope, research outputs, and journal criteria allow researchers to tell the full story of their science and share it openly so that the community can decide its impact.

- Reproducibility matters. Our policies around data availability and transparency ensure science is shared and reused without restriction.

- All excellent research deserves publication. We publish negative results to provide access to the complete scientific record and a foundation on which future researchers can build.

- We believe in a system for publishing that is inclusive of career stage, discipline, demographic, and geography.
**The Role:**

**Location:** San Francisco, CA  
**Reports to:** Chief Executive Officer (Alison Mudditt)  
**Reports:** People & Facilities team (currently 6 staff)

**Overview:**

PLOS currently has over 170 employees, including over 50 based in the UK.

The Chief People Officer will be a strong HR leader who can continue to build an HR/talent function in the US and UK that will support PLOS’ sustained growth now and into the future. They will:

- Lead all aspects of the function including, but not limited to, HR operations, talent acquisition, training, talent management, all aspects of culture, diversity, inclusion & equity, and organizational development.

- Play a key role in advancing PLOS’ strategy, developing its leadership and staff, and coalescing its culture to create new ways of working in a world of continuous change.

**Key Responsibilities:**

- Oversee organization-wide HR operations, including clear, transparent and robust processes to support the organization’s business strategy.

- Advise the CEO and leadership team on critical organizational strategy and change management issues/opportunities.

- Optimize people-centered activities such as hiring, training, professional development, and performance management to ensure these efforts support PLOS’ growth, culture and values.

- Act as a culture “ambassador” and champion, ensuring that values consistent with PLOS’ mission and vision are reflected in all policies, program and business, and are reinforced with every initiative and communication.

- Create and implement a vision for inclusive communications, staff engagement, and recognition in an organization with a growing number of remote staff; ensure staff are supported, productive and prepared for future growth.
Engage with employees at all levels of the organization to assess and continually improve their experience at PLOS.

Build and cultivate a pipeline of the best talent available, positioning PLOS as an employer of choice. Oversee talent acquisition and retention, ensuring a positive experience for candidates, existing staff, and hiring managers.

Ensure an effective training and organizational development program is available to staff across all levels of the organization, remaining up-to-date on learning and development trends and ensuring best practices are incorporated.

Ensure the performance management process is an effective and satisfying experience for employees and managers.

Maintain and enhance a total rewards and recognition program that reflects PLOS’ ethos and compensation philosophy. As part of Total Rewards, own additional employee benefits and rewards programs such as paid time off programs, 401(k) programs, health and other benefits, service awards. Ensure PLOS' total rewards meet the needs of existing staff but also the competitive market for prospective hires.

Remain current on HR best practices, including people and culture trends, introducing new programs to PLOS as appropriate.

Ensure PLOS is a safe place to work and in compliance with all Local and Country regulations across both office locations in the US and the UK.

Candidate Profile:

Skills & Experience:

- At least 10 years of progressively responsible human resources/talent leadership experience.

- Demonstrated knowledge base across a range of HR best practices, including diversity-inclusion-equity initiatives, recruitment, performance management, employee engagement, training approaches, succession planning, and talent management.

- Experience in a combination of both nonprofit and for-profit organizations would be a plus.

- Prior experience in a growth or change environment that operates efficiently with a lean budget and team is a necessity.

- Experience swiftly gaining an understanding an organization and the potential evolution of its business; ability to develop and align the people strategy with business strategy.
Proven strategic thinker and thought partner to executive leadership teams, while at the same time hands-on and willing to roll up sleeves.

Viewed as a leader in solving people and organizational challenges during times of transition.

Demonstrated ability to attract and hire top talent, with a focus on diversity-inclusion.

Comfortable leveraging HR analytics to support better hiring and managing decisions.

Strong working knowledge of California and federal employment laws and practices. Knowledge experience leading HR functions in the UK a plus.

**Key Characteristics:**

- Deep commitment and passion for PLOS’ mission, purpose and values - and an ability to translate this passion into culture.

- Demonstrated commitment to organization-wide diversity, inclusiveness and empowerment.

- Innovative mindset and proven ability to develop new ways of working across a diverse talent pool; with an excellent track record as a strategic-doer; able to roll up sleeves and execute solutions.

- Demonstrable collaboration skills, throughout the organization.

- Ability to communicate shared values across employees and other stakeholders. Ability to reinforce and stitch together the culture and shared values across the candidate and employee lifecycles.

- Ability to manage business cycles; supportive and transparent with employees, fostering trust and being a resource during periods of transition and change.

- Facilitative style and approachable manager.

- Credible throughout the organization as an effective listener and problem solver of people issues.

- Excellent communication skills, both written and verbal.

- Exceptional coach and mentor; demonstrated experience in influencing and supporting senior leaders.
Education:

- A Master’s degree in Human Resources or related area is desired.
- HR certification is preferred but not required.

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* PLOS is committed to equal employment opportunity. We do not discriminate based on an individual's race, sex (including breastfeeding and conditions related to breastfeeding), religion, color, national origin, ancestry, physical or mental disability, medical condition, marital status, registered domestic partner status, veteran status, sexual orientation, age, gender (including gender identity and gender expression), genetic characteristics and information, or any other basis prohibited by law. This policy governs all aspects of employment at PLOS, including hiring, assignments, training, promotions, compensation, employee benefits, employee discipline, and discharge, and all other terms and conditions of employment.

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If you or someone in your network is interested in exploring this opportunity, please submit a cover letter and resume to:

** Tory Clarke
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** Larry Griffin
Partner, Bridge Partners

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