



CITY OF HENDERSONVILLE AGENDA ITEM SUMMARY

SUBMITTER: Jennifer Harrell

MEETING DATE: March 6, 2025

AGENDA SECTION: CONSENT

DEPARTMENT: Human Resources

TITLE OF ITEM: Assistant Human Resources Director – *Jennifer Harrell, HR Director*

SUGGESTED MOTION(S):

I move City Council adopt the Assistant Human Resources Director position and job description as presented.

SUMMARY: The current Training and Employee Development Human Resources Coordinator is retiring. Staff has taken this opportunity to re-evaluate the current position. Taking into consideration succession planning, staff has determined an Assistant Human Resources Director will be most beneficial to the city in the years to come. This position will not only focus on training, employee development, service excellence and wellness but will fully assist the department in the management of the human resources functions of the city.

BUDGET IMPACT: \$0.00

Is this expenditure approved in the current fiscal year budget?

If no, describe how it will be funded.

ATTACHMENTS:

Assistant Human Resources Director job descriptions

FY25 Pay and Classification Schedule with revisions