



HUMAN RESOURCES & RISK MANAGEMENT DIRECTOR

Human Resources Department

Annual Salary:
\$175,000 – \$185,000 DOE/DOQ

Franklin, Tennessee



HISTORIC
FRANKLIN
TENNESSEE

The City of Franklin is seeking a strategic public-sector human resources leader who can guide a growing organization through complex workforce challenges while fostering a positive and accountable workplace culture. Apply to be the City of Franklin's next Human Resources & Risk Management Director!

We're looking for an exceptional leader who is:

- Experienced in public sector human resources, benefits, and risk management administration
- Skilled in employee relations, investigations, and retirement program oversight
- Able to build strong partnerships with department leaders while strengthening HR systems and processes

Franklin's vision, "America's finest hometown, driven by excellence, balancing preservation and progress," reflects a community and organization committed to quality, professionalism, and service. Read on to learn more about this opportunity!

ABOUT THE COMMUNITY

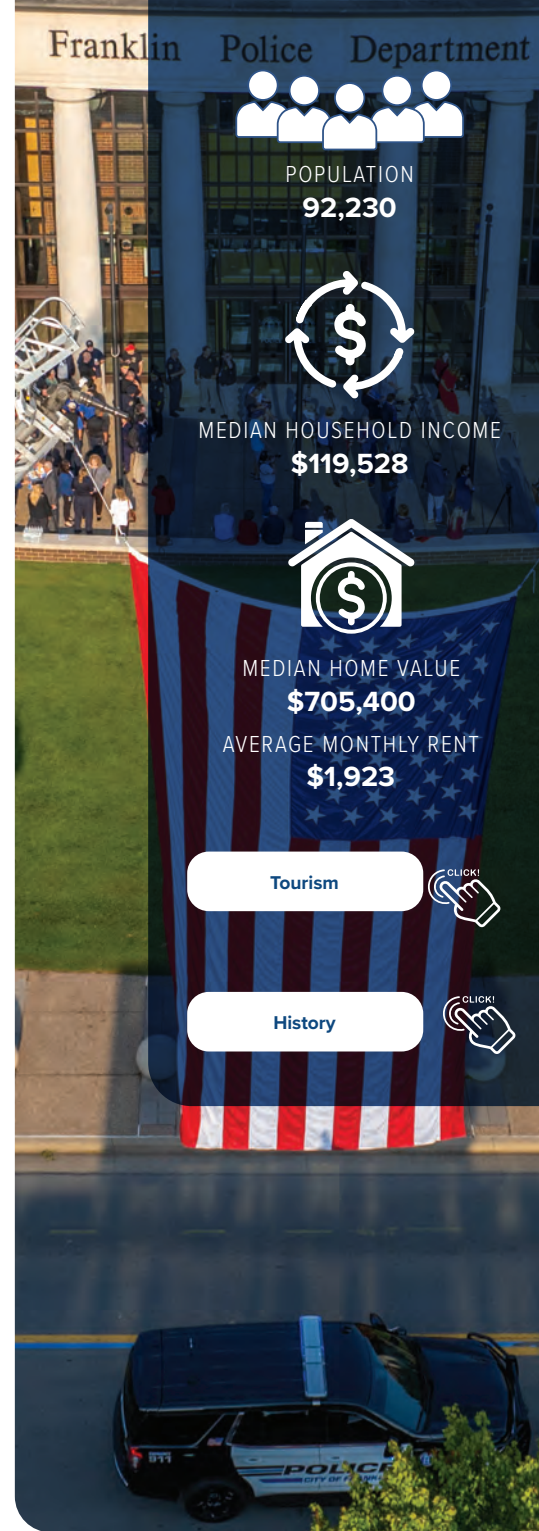
The City of Franklin is one of the most desirable communities in the United States, known for its exceptional quality of life, historic charm, and vibrant economy. Located just 15 miles south of Nashville, Franklin blends the character of a historic Southern town with the opportunities of a thriving regional hub. The city has experienced consistent and sustained growth over the past three decades while remaining deeply committed to preserving its heritage and community identity.

Franklin offers residents top-rated public schools, safe and well-maintained neighborhoods, and a wide range of recreational amenities. The community features an extensive park system, a vibrant historic downtown, and a robust calendar of cultural and community events. Franklin is also a regional hub for employment and commerce, with a diverse economy and major corporate headquarters including Nissan North America, Mitsubishi Motors North America, Ramsey Solutions, EMF/K-LOVE, In-N-Out Burger, TruGreen, and Community Health Systems. Residents enjoy abundant options for shopping, dining, entertainment, and medical care within a welcoming community known for its strong sense of place.

Franklin's national reputation continues to grow. The city was named an All-America City by the National Civic League in 2020 and as one of America's Distinctive Destinations by the National Trust for Historic Preservation. The community has received numerous accolades, including being recognized as a Best Place to Live by Money Magazine and ranking #6 on Fortune Magazine's Best Places to Live for Families in 2024.

Franklin played a significant role in American history and is known for its preserved Civil War sites and historic downtown architecture. Today, the city balances preservation with progress through thoughtful planning and strategic growth initiatives.

Franklin also enjoys a strong reputation within the Middle Tennessee area. Community survey results show that 93% of residents rate the quality of life as excellent or good, and 95% rate the city's overall image positively. The city consistently ranks among the top communities in the nation for both reputation and workplace environment.



GOVERNANCE & ORGANIZATION

The City of Franklin operates under a Council–Manager form of government. The Board of Mayor and Aldermen serves as the governing body and consists of nine elected members, including the Mayor. Members serve four-year terms, with four aldermen elected at-large and four elected by ward.

The City provides a full range of municipal services including:

- Police and Fire Services
- Parks and Recreation
- Administrative and Support Services
- Public Works and Utilities
- Planning and Development Services

Franklin employs approximately 800 staff members and maintains a strong financial position with AAA bond ratings from both S&P and Moody's.



ABOUT THE JOB

The Human Resources Department provides comprehensive workforce services for the City of Franklin's approximately 800 employees. Core functions include recruitment and hiring, classification and compensation, employee relations, retirement and benefits administration, training and development, safety and risk management programs, and policy development.

Reporting to the Assistant City Administrator, the new Human Resources & Risk Management Director will:

- Direct all Human Resources, benefits, and risk management operations for the City
- Serve as administrator for multiple employee retirement plans, including coordination with the Tennessee Consolidated Retirement System
- Advise executive leadership and department heads on employee relations, discipline, and labor compliance matters
- Oversee investigations involving discrimination, harassment, workplace safety, and personnel disputes
- Lead training, leadership development, and organizational culture initiatives

The Director supervises the Human Resources Manager, Organizational Development Manager, and Risk/Benefits Manager, along with support staff and works closely with Finance, Legal, and the City Administrator's Office to support the City's workforce and organizational goals.

[Full Job Description](#)



DEPARTMENT STRUCTURE

Divisions within the department:

- Human Resources Administration
- Organizational Development and Training
- Risk Management and Employee Benefits

DEPARTMENT QUICKFACTS



EMPLOYEES

14



DEPARTMENT BUDGET

\$2 MILLION

HUMAN RESOURCES DEPARTMENT EMPLOYEE SURVEY RESULTS

Within the Human Resources Department, 100% of employees agree that:

- Their team works well together
- The City motivates them to give their very best at work
- New ideas are encouraged
- The City operates by strong values

IDEAL CANDIDATE

The ideal candidate will be an experienced public sector human resources professional with strong leadership, operational, and relationship-building skills. The next Director will serve as both a culture steward and a process architect—fostering Franklin’s strong workplace foundation while strengthening HR systems, accountability, and operational consistency. The Director will also cultivate a positive, high-performing culture within the Human Resources Department, promoting collaboration, professional growth, and the ongoing development of department staff while ensuring the team provides responsive, solutions-oriented service across the organization.

The successful candidate will bring strong expertise in employee relations, benefits administration, and retirement program management, as well as a deep understanding of public sector compliance requirements. They will be a visible, hands-on leader who works closely with department directors and supervisors to resolve issues and support workforce success.

Strong communication and interpersonal skills are essential, as the Director frequently interacts with elected officials, department leaders, employees, and community stakeholders. The ideal candidate will also demonstrate the ability to build trust, support organizational improvement initiatives, and develop practical tools that help managers effectively implement policies and procedures across the organization.



EXPERIENCE & QUALIFICATIONS

Required:

- Bachelor’s degree in Human Resources, Business Administration, Public Administration, or a related field
- Five to seven years of progressive executive-level human resources management experience
- Professional HR certification such as PHR, SPHR, SHRM-CP, SHRM-SCP, PSHRA-CP, or PSHRA-SCP (or ability to obtain within two years)

Preferred:

- Master’s degree in Human Resources, Public Administration, Business Administration, or related field
- Experience in local government human resources administration
- Experience with public sector retirement plans, employee relations investigations, and risk management programs

SALARY & BENEFITS

- **Compensation:** \$175,000 – \$185,000 DOE/DOQ
- **Health Benefits:** Comprehensive coverage including health, pharmacy, dental, vision, life insurance, and long-term disability, with voluntary short-term disability
- **Paid Leave:** Minimum of three weeks of vacation annually with one week front-loaded upon hire, two personal days per year, and sick leave accrual of one day per month
- **Retirement:** Participation in the Tennessee Consolidated Retirement System. The City also offers a voluntary 457(b)/401(a) retirement savings option with a 3% employer match beginning on the employee's first day of employment
- **Additional Perks:** City-provided vehicle and cell phone, professional development opportunities, and relocation assistance if needed.



WORKPLACE CULTURE SNAPSHOT

Franklin is committed to fostering a positive, collaborative workplace where employees feel supported and engaged in meaningful public service.

Citywide Employee Survey Results

- 80% employee engagement rate, well above the 31% national average reported by Gallup
- 88% of employees report being very satisfied with their job
- 88% say their team works well together
- 85% would highly recommend working for the City
- 83% say the City operates by strong values
- 83% agree they have the resources needed to do their best work
- 83% report that their work feels meaningful

These results reflect a workplace culture focused on collaboration, purpose, and service to the Franklin community.

HOW TO APPLY

Apply Here



For more information on this position, contact:

Clay J. Pearson, Senior Vice President, Executive Recruitment
claypearson@governmentresource.com | 713-816-8639

The City of Franklin is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, gender, national origin, age, or disability. Applicants selected as finalists for this position will be subject to a comprehensive background check.