



DIRECTOR, PEOPLE OPERATIONS

People Operations Department

Annual Salary:

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\$128,445 to \$211,933 DOE/DOQ

Hiring Range:

\$128,445 to \$170,189 DOE/DOQ
Charlotte County, Florida



Are you a solutions-oriented people leader who can guide a full-service HR operation while building a culture that cares for employees from their first day to retirement? If so, apply to be Charlotte County's next Director of People Operations!

We're looking for a collaborative, forward-thinking executive who is:

- A skilled listener who delivers both good news and hard news with candor and kindness
- A proven contract and union negotiator who can serve as management's lead spokesperson
- A proactive, people-first partner to departments, leadership, and 1,700+ employees

Charlotte County – delivering exceptional service and quality of life – read on to learn more about this opportunity!

ABOUT THE COMMUNITY

Charlotte County, Florida is a vibrant coastal community of more than 217,000 residents known for its scenic waterfronts, relaxed lifestyle, and exceptional quality of life. Located between Fort Myers and Sarasota along Charlotte Harbor, the county offers a unique blend of natural beauty, economic growth, and welcoming neighborhoods that appeal to families, working professionals, and retirees alike.

Residents enjoy 165 miles of waterways, abundant parks and recreation, and year-round boating, fishing, and kayaking, along with convenient access via I-75, U.S. 41, and Punta Gorda Airport. Communities such as Port Charlotte, Punta Gorda, Englewood, Babcock Ranch and Boca Grande provide diverse living options while maintaining a strong sense of place — a small-town feel with easy access to shopping, dining, healthcare, and community events.

Charlotte County continues to grow, attracting new residents and businesses while preserving its coastal charm. With a homeownership rate of nearly 84% and a reputation for affordability and quality of life, it remains one of Southwest Florida's most desirable places to call home.



POPULATION
217,212



MEDIAN HOUSEHOLD INCOME
\$69,952



MEDIAN HOME VALUE
\$328,900

MEDIAN MONTHLY RENT
\$1,464

History



Tourism



GOVERNANCE & ORGANIZATION

Charlotte County operates under a council-manager form of government, with a five-member Board of County Commissioners serving as the policy-making body. Commissioners are elected countywide to four-year staggered terms. The County Administrator serves as the chief administrative officer and oversees daily operations. Key appointed positions include the County Administrator, County Attorney, and Economic Development Director; all Director positions are confirmed by the Board. With more than 1,700 employees, the County provides a full range of municipal services with a focus on accountability and community engagement.

THE JOB

Reporting to County leadership, the Director of People Operations plans, organizes, and directs all phases of the County's personnel and people operations program and provides expert guidance to administrators, directors, and elected officials. The Director will:

- Direct all phases of people operations — talent acquisition, employee relations, classification and pay, benefits, safety, wellness, and training and development
- Serve as management's lead spokesperson in labor negotiations, grievance resolution, arbitration, and mediation
- Formulate personnel policies and ensure compliance with employment law, serving as the County's Equal Employment Opportunity Officer
- Strengthen and advance the County's existing Business Partner service model across all departments, enhancing departmental role as a strategic partner
- Build trusted relationships with the Board, County leadership, and a 1,700+ employee workforce

[Full Job Description](#)



DEPARTMENT STRUCTURE

Divisions/functions within the department:

- Talent Acquisition
- Employee Relations
- Training & Development
- Benefits
- Safety & Wellness



EMPLOYEES

23

SERVES: 1,700+ COUNTY EMPLOYEES

KEY PROJECTS FOR 2026

- Advance the County's Business Partner model, ensuring operational needs of every department are served
- Integrate benefits, safety, and wellness — functions recently consolidated into People Operations — into a cohesive, employee-lifecycle service
- Lead the ongoing optimization of updated departmental software applications, ensuring effective adoption, addressing challenges, and identifying opportunities for improvement





IDEAL CANDIDATE

The ideal candidate is a solutions-oriented, people-focused leader who is committed to a vision of caring for County employees from their start date to their retirement date. This individual builds meaningful relationships with employees, takes the time to understand their perspectives, and communicates both good news and difficult messages with kindness, respect, and transparency. A thoughtful listener who anticipates organizational needs and leads proactively rather than reactively, the next Director builds trust across every level of the organization. The successful candidate brings proven experience in labor relations and leading union negotiations, and is an excellent public speaker and presenter who can represent the County with confidence before staff, leadership, the Board, and the public. Local government experience is essential to succeeding in this role.

EXPERIENCE & QUALIFICATIONS

Required:

- Bachelor's degree
- Ten (10) years of direct People Operations experience, including five (5) years of progressively responsible experience managing people operations programs and operations, with lead or supervisory experience
- Five (5) years of experience negotiating with unions, including serving as spokesperson for management
- Local government experience

Preferred:

- Bachelor's degree in Human Resources, Business Administration, or Public Administration
- SHRM-CP or SHRM-SCP; or PHR or SPHR (HRCI)



SALARY & BENEFITS

Benefits



Compensation:

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Health Benefits: Comprehensive medical coverage plus dental, vision, and voluntary benefits, with access to an on-site Employee Health Clinic and pharmacy

Retirement: Florida Retirement System (FRS) – Pension or Investment Plan options

Social Security: The County participates in Social Security

Technology: County-provided cell phone (no car allowance)

Additional Perks:

- Supportive leadership and elected officials
- Strong organizational culture and a Business Partner service model
- On-site employee health clinic and pharmacy
- Residency within County limits required within 12 months of hire

HOW TO APPLY

Apply Here



For more information on this position, contact:

Marsha Reed, Senior Vice President

marshareed@governmentresource.com | 806-789-9641

Charlotte County is an Equal Opportunity Employer and values diversity in its workforce. Applicants selected as finalists will be subject to a comprehensive background check.