

Job Title: Director of Research and Organizational Development

Essential Duties and Responsibilities:

- Works collaboratively with senior leadership to establish the priorities and goals for process improvement as well as provide leadership direction for these projects.
- Builds systems to monitor, evaluate, and report on progress, outputs, and indicators of success for program- and organization-levels.
- Advises and leads the organization in efforts to ensure quality through applying systematic approaches in its programmatic design and execution.
- Advises on the methodology for assessing the extent and ways that participating railroads are strengthening their safety culture.
- Conducts systematic reviews of Assessment Reports to identify trends in safety culture strengths and gaps across the short line and regional railroad industry.
- Conducts research on internal program data and utilizes external sources to answer questions of interest to the stakeholders.
- Analyzes data, using statistical methods and applications.
- Conducts research and prepares scientific or technical reports and presentations.
- Maintains expert knowledge of innovative organizational development, employee engagement, leadership practices.
- Proactively addresses and responds to organizational development issues by assessing performance gaps, implementing and/or supporting implementation of appropriate interventions, including tactical and project planning, facilitation, instruction, program design, materials development, assessments, coaching, and performance analysis.
- Leads organizational development efforts including strategic planning, the design and development of performance management and personnel selection systems, and organizational training.
- Conducts strategic job analyses to ensure that new and existing jobs are designed to meet operational needs, and that personnel-selection processes are designed appropriately.
- Identifies and uses instruments to analyze individual and group behavior and recommends strategies for making changes.

Knowledge, Skills, Abilities, and Others:

- Excellent communicator; possesses superior written/verbal communication skills, as well as the ability to present content in a clear and compelling manner.
- Displays expert proficiency in various Microsoft Office tools (w/ emphasis on Excel), statistical software (e.g., SPSS), and web-based survey platforms.
- Must be confident and results driven; have a consultative orientation, and strong people and process/project management capability.
- Strong analytical skills with an emphasis on interpreting and synthesizing data.

- Ability to prepare, present, and communicate research reports and technical information to stakeholders such as advisory board members, federal sponsors, and industry.
- Adaptable; Comfortable working in a changing environment, responds positively to complexity, and high learning agility.
- Ability to manage multiple priorities and work independently or with teams.
- Ability to serve in a supervisory capacity.
- Knowledge of human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; and social science research methods.
- Knowledge of principles and procedures for program development and evaluation, personnel recruitment, selection, training, compensation and benefits, and personnel information systems.
- Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources.

Preferred Qualifications:

- Master's degree in Industrial/Organizational Psychology or related field (e.g., Business, Education). A PhD is preferred.
- 5+ years of experience in a professional environment.
- Familiarity with:
 - the short line and regional railroad industry,
 - measurement of safety culture,
 - non-profit organizations, and
 - federal grants.

**Closing date: Monday, March 18 at 5:00 EST*

Email cover letters and resumes to: tom.murta@shortlinesafety.org