Crazy Horse Memorial Foundation
Position Announcement
Human Resource Manager

Crazy Horse Memorial Foundation in the Black Hills of South Dakota seeks a motivated, highly organized, experienced Human Resource Manager to provide guidance and assistance across a broad range of Human Resources categories. The HR Manager is responsible for the management of the Human Resources functions while working collaboratively with staff and managers in the priority areas of talent acquisition of both seasonal and year round staff, employee relations, and building a positive culture, motivating performance, policy interpretation, and ensuring compliance.

The Human Resource Manager reports to the Executive Management Team and works closely with the departmental leaders for Crazy Horse Memorial Foundation. This is a shared professional position between Crazy Horse Memorial Foundation and Korczak’s Heritage, Inc. with Crazy Horse Memorial Foundation serving as the primary employer.

A Bachelor’s degree in human resources, business administration, or related area is required with a Master’s degree preferred. Broad knowledge of major human resource functional areas, a minimum of 5 years of increasingly responsible human resource experience and a thorough knowledge of federal and state employment laws and regulations. Exceptional oral and written communication skills are required with the ability to prepare clear and concise reports. The successful candidate will have strong analytical, critical thinking, problem solving, judgement, negotiation, organizational, and influential skills. Must be proficient in the use of Word, Excel, and Power Point. Experience in maintaining a digital HRIS system helpful.

Applicants may apply on line at https://crazyhorsememorial.org/dream/employment/open-positions/ or submit a cover letter describing their interest in the position and how they meet the qualifications, a resume, and three professional references to hr@crazyhorse.org or email them to:

Whitney Rencountre, CEO
whitney.rencountre@crazyhorse.org
Crazy Horse Memorial Foundation
12151 Avenue of the Chiefs
Crazy Horse, South Dakota 57730

The position will be open until filled.