



Chief Human Resources Officer

POSITION OVERVIEW:

The Town of Andover is seeking a strategic, collaborative, and experienced human resources leader to serve as its Chief Human Resources Officer. This position serves as the Town's senior advisor on workforce and personnel matters and leads all aspects of human resources administration, including labor relations, recruitment, employee relations, compensation and classification, benefits administration, policy development, and organizational planning.

Working closely with the Town Manager, Deputy Town Manager for Operations, and department leadership, this role will shape and lead a high-performing, people-centered human resources function that supports the Town's workforce and long-term organizational success.

THE OPPORTUNITY:

This is an opportunity to lead and strengthen a core municipal function at a time of meaningful organizational focus and progress. The successful candidate will help guide labor relations, support department leaders, improve systems and processes, and advance a human resources model aligned with the Town's broader operational and leadership priorities.

This role is well-suited for a thoughtful, solutions-oriented professional who can balance strategy and execution, build trust across the organization, and contribute to a high-performing and collaborative culture.

Location: Andover, MA

Reports To: Town Manager

Compensation Range:

\$130,000-\$160,000

WHY ANDOVER?

Andover is a high-performing organization committed to the excellent delivery of public services, strong leadership, and thoughtful investment in its people and operations. The Town is focused on sustaining an organizational model that is responsive, collaborative, and positioned for long-term success.

This role offers the opportunity to join a talented leadership team and play a central role in shaping workforce strategy, strengthening organizational effectiveness, and enhancing the employee experience in one of the region's most innovative and forward-looking municipalities.

Chief Human Resources Officer

THE IDEAL CANDIDATE

The ideal candidate will bring either established experience in public-sector human resources and labor relations or demonstrate exceptional potential and a clear trajectory toward senior leadership. In all cases, candidates must exhibit sound judgment, strong interpersonal skills, and the ability to operate effectively in a dynamic and collaborative environment.

KEY RESPONSIBILITIES

- Provide strategic leadership for all human resources functions
- Support labor relations, including collective bargaining preparation and contract administration
- Oversee recruitment, hiring, onboarding, and employee relations
- Guide compensation, classification, and benefits administration
- Support organizational planning, workforce development, and policy implementation
- Advise leadership on complex personnel and organizational matters

TO APPLY

To apply, please submit a letter of interest and resume to:

AndoverCHRO@andoverma.us

MORE INFORMATION

For more information about this opportunity, please contact Dr. Brittney Lavoie, Deputy Town Manager for Operations, at

Brittney.Lavoie@andoverma.us

