

CLEVELAND
PUBLIC
LIBRARY

CHIEF TALENT OFFICER



**Organizational
Architecture**

Search services provided by:
Organizational Architecture, Inc.
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THE OPPORTUNITY

Cleveland Public Library [CPL] is seeking a visionary leader as its next **Chief Talent Officer [CTO]**.

Cleveland Public Library has retained [Organizational Architecture, Inc.](#) to assist with this search.

ABOUT THE CLEVELAND PUBLIC LIBRARY

Cleveland Public Library opened its doors on February 17, 1869, on the third floor of the Northrup & Harrington Block, on West Superior Avenue adjacent to the Board of Education. This [video](#) tells more about CPL's [history](#).

CPL strives to be the best urban library system in the country by providing unique experiences and equitable access to knowledge and materials when and where people need it.

CPL is **The People's University**, the center of learning for a diverse and inclusive community.

Learn more [here](#).

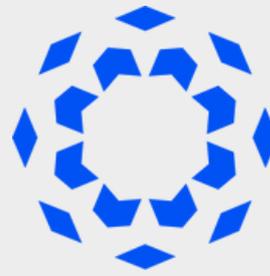
CLEVELAND PUBLIC LIBRARY

AT-A-GLANCE

Mission	Cleveland Public Library is The People's University , the center of learning for a diverse and inclusive community.
Vision	A city in which opportunity is within reach. A library that empowers its people.
Budget	The operating budget as of the end of 2025 is approximately \$78,000,000.
Locations	Cleveland Public Library is home to 30 unique and historical branch locations. Most branches are within walking distance of every Cleveland resident.
Staff Size	<p>The Human Resources department at CPL is comprised of twelve people including the CTO. Reporting to the CTO is the Director of Human Resources, the Director of Labor and Employee Relations, the Training and Employee Engagement Manager, the Training Manager, and several HR support positions.</p> <p>Total staff size at Cleveland Public Library is 649, as of the end of 2025.</p>
Community	<p>The Cleveland metropolitan area offers a vibrant blend of culture, affordability, and opportunity. Known for its exceptional arts and cultural institutions, including the Cleveland Orchestra and the Cleveland Museum of Art, the city also boasts a thriving culinary landscape, three major professional sports teams, scenic lakefront views, and abundant parks and green spaces.</p> <p>Cleveland provides an excellent quality of life at a reasonable cost of living. Its diversity of welcoming neighborhoods and rich history makes Cleveland an exciting place to live and work.</p>
Service area	CPL serves nearly 375,000 residents of the City of Cleveland, Ohio.
Patron use	There are nearly 300,000 registered borrowers who enjoyed the use of nearly 7,400,000 items in 2023.

THE ROLE

Chief Talent Officer



CLEVELAND
PUBLIC
LIBRARY



SUMMARY

The Chief Talent Officer will assess, set, implement, and achieve short and long-term goals in all areas of strategic human resources operations and administration.

As the principal people manager, they will be the driving force behind the individuals who help fulfill the goals, mission, and vision of **The People's University**.

In addition, the Chief Talent Officer is the primary Human Resources business partner to the Executive Leadership Team.



RESPONSIBILITIES AND EXPECTATIONS

Strategic Planning & Program Management

- Design, implement, and evaluate strategic and annual plans for,
 - Talent acquisition and staffing
 - Training, professional development, performance management, and succession planning
 - Labor and employee relations, including contract negotiation and administration
 - Compensation and collaboration with finance on benefits
- Direct and coordinate the evaluation of department programs and services
- Prepare reports and metrics on program/service performance
- Create and implement policies and procedures

Labor & Employee Relations

- Oversee labor contract negotiation and administration
- Ensure equitable and consistent application of collective bargaining agreements
- Advise managers on disciplinary investigations and actions
- Conduct grievance hearings, respond to grievances, and negotiate settlements

Financial & Resource Management

- Prepare the annual budget and ensure fiscal accountability
- Demonstrate an understanding of financial data and reports
- Oversee productivity standards and efficiency of staff and operating systems
- Maintain record and reporting systems

Leadership & Collaboration

- Serve as a member of the Executive Leadership Team
- Work collaboratively with other chiefs, directors, and staff in executing plans and programs
- Coordinate efforts between specific areas and other departments
- Establish, implement, and oversee policies and procedures in functional areas
- Staff Supervision & Professional Development
- Supervise staff, including hiring, training, performance management, and discipline
- Promote professional development through educational and organizational activities

Community Engagement & Representation

- Represent the library on committees and collaboratives
- Participate in board meetings and prepare related materials
- Promote the library in various community venues and organizations
- Cultivate community partnerships and maintain visibility with community leaders, public officials, donors, and other supporters

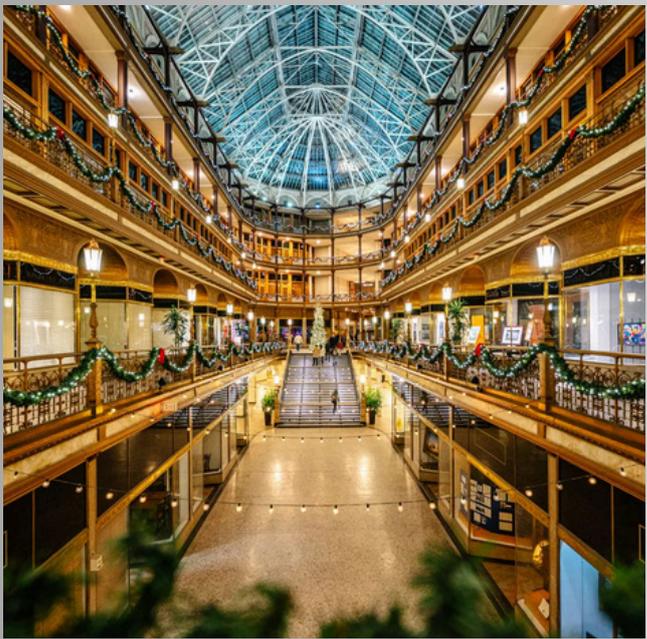


EDUCATION AND EXPERIENCE

The ideal applicant will possess:

- 10 or more years of experience in all Human Resources disciplines [labor and employee relations, performance management, training and development, recruitment, compensation, benefits, compliance, policy creation and administration, employee administration, etc.] is required.
- A Bachelor's degree in Human Resources, Business Administration, or a related field is required. Master's degree is preferred.
- SHRM-CP/SHRM-SCP or PHR/SPHR certification is required.
- Experience with the requirements of transparency and openness in all matters required of public organizations is required.
- Experience in multi-unit/multi-location management is required.
- Experience with a distributed workforce is required.
- Experience with capturing metrics and producing various employment-related reports is required.
- Experience working as part of a senior management team and a Board of Directors/Trustees is required.
- Experience with collective bargaining and labor relations is preferred.
- Experience as a Human Resources leader in a medium to large sized public employer is preferred.
- Experience with the requirements of transparency and due process required of public organizations is required.





THE SUCCESSFUL CANDIDATE WILL POSSESS THESE QUALITIES AND SKILLS

- Analytical
- Collaborative
- Consistent
- Customer service orientation
- Developer of staff
- Effective decision-making
- Effective negotiator
- Effective verbal and written communication
- Financial and budget management acumen
- Leadership
- Presents well to internal and external audiences at all levels
- Problem-solver
- Professional
- Reliable
- Self-directed and takes initiative
- Strategic planning and execution
- Team-oriented



COMPENSATION AND BENEFITS

A generous compensation package includes competitive base pay with a pay range of \$130,000 to \$155,000; healthcare benefits including medical, dental, and vision; retirement benefits include participation in the Ohio Public Employees Retirement System [OPERS] public pension plan.



BENEFITS INCLUDE

- Paid vacation
- Paid holidays
- Sick leave
- Life insurance
- OPERS and deferred compensation retirement programs
- A solid commitment to continued professional development
- [Click here for more details on the benefits offered.](#)

INTERESTED? GET IN TOUCH

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