

### **EHR Human Resources Consultant**

EHR is searching for a dynamic Human Resources Consultant! The Consultant will manage a variety of generalist human resources duties for a terrific non-profit client.

Responsibilities include recruiting and DEIB, employee relations and transitions, performance management, HR administration and some benefits administration. The Consultant will provide a weekly report to the client, frequent updates to the Managing Consultant and senior advisors, capturing human resources activity, via email, phone and video conferencing.

The Consultant position requires a BA/BS, Master's preferred, with 3-5 years of recruiting and human resources generalist experience required. Candidates must have strong client relations and interpersonal skills. Demonstrated knowledge of word, excel and high quality writing skills are required. This is a 1099 consulting position, virtual, part time 20 hours per week.

Please send your resume and letter of interest to EHR, Stacey Berk, Founder & Managing Consultant, [sberk@expandhr.com](mailto:sberk@expandhr.com)