



THE CITY OF SOUTH FULTON, GA

Invites Your Interest in the Position of

DIRECTOR OF HUMAN RESOURCES





Position Closes October 18, 2025

If you are a Human Resources Executive who:

- ✓ Models integrity and professionalism;
- ✓ Has expertise in a broad range of HR responsibilities;
- ✓ Embraces change, and is inspired to support a new organization's growth;
- ✓ Has demonstrated success in attracting high-quality talent...

...then becoming the City of South Fulton's next **Human Resources Director** may be the career move for you.

The City of South Fulton, GA, seeks a **Human Resources Director** to develop its emerging department and set foundational elements of its organizational culture. The **Director** should have extensive HR expertise and align practices with the City's values and needs. They will manage twelve full-time staff members, with the goal of providing excellent service to employees, prospective hires, external partners, and personnel assistance seekers. The team will focus on recruiting and retaining skilled professionals to achieve city-wide goals set by the City Manager and governing body, while ensuring compliance with HR policies and procedures.

Community Description:

Incorporated in 2017, South Fulton is located 20 miles southwest of Atlanta, and less than 2 miles west of Hartsfield-Jackson International Airport, Georgia's largest employer. Interstates 85, 285, and the South Fulton Parkway connect South Fulton to the airport and vital population and industrial centers, such as the Fulton Industrial District and Red Oak District. In addition to these assets, South Fulton has more undeveloped land than any other city in the region, positioning it for additional prime economic development opportunities.

With 110,011 residents, South Fulton is the 7th most populous city in the State of Georgia. It has the highest percentage of African American/ Black residents of any U.S. city over 100,000 residents, at 88%. It has a higher rate of educational attainment than the state average, with 43.1% of the population having a bachelor's degree, as well as a higher median household income, at \$79,871.



South Fulton Goes **Pink!**

On Oct. 25, 2024, employees with the City of South Fulton encouraged community members to get "pinked out" by wearing pink and advocating for breast health and breast cancer awareness.

A city on the rise, South Fulton offers so much to do for residents and visitors of all ages.

The South Fulton community enjoys ample opportunities for entertainment and recreation. In addition to being in proximity to the abundant entertainment options in Atlanta, it is home to the Wolf Creek Amphitheater, which hosts a variety of concerts, plays, and festivals. It is near several nature preserves and parks and is less than a two-hour drive from the foothills of the Appalachian Mountains. The Chattahoochee River runs nearby, providing water access. Additionally, the warm southern climate produces plentiful hardwood and pine forests, making the area a beautiful place to live.



The Wolf Creek Amphitheater's peak performance season runs from May through September and provides the perfect location for outdoor live music concerts, plays, performances, and festivals.



The Farmers Market at The Village Shops at Cedar Grove takes place every fourth Thursday of the month, seasonally.



The annual Back to School Carnival & Book Bag Giveaway, supported by the City's elected officials and the Parks and Recreation Department, which provides students with free school supplies and book bags, while families enjoyed a variety of carnival-themed activities and entertainment.

Below: The Chattahoochee River in the South Fulton, GA area offers activities like hiking on its extensive trails, fishing for bass and catfish, and tubing and rafting on its calm waters. Visitors can also enjoy biking, bird watching, and exploring the numerous parks and green spaces along the river



About the Organization:

The City of South Fulton operates under a council-manager government structure, with a mayor and a seven-member City Council elected to four-year terms. The City Manager, reporting to the Council, oversees daily operations, implements policies, and ensures staff deliver efficient and effective services to residents.

The City's vision is to be an innovative, diverse community that is safe, environmentally conscious, healthy, transparent, and financially sustainable for all of its community members and visitors. The City's [2025 – 2029 Strategic Plan](#) focuses on providing essential services, improving public infrastructure, promoting economic development, and ensuring environmental sustainability.

South Fulton's 911 employees operate across 16 departments to provide municipal services respectfully and professionally, often surpassing client expectations. As an inclusive city, South Fulton strives to partner with community members to develop innovative strategies for its future.



One focus of the City's Strategic plan is to improve public infrastructure, such as the recently completed Stonewall Tell & Butner Road Roundabout, which is improving safety, supporting economic development, and enhancing quality of life for all community members.

About the Department and Position:

Reporting to the City Manager, the **Human Resources Director** will oversee a department with an annual budget of approximately \$6.7 million and 12 full-time staff, including the Deputy Director, Payroll Manager, Employee Relations Manager, and Risk Manager. The Human Resources Department strives to be an employer of choice, providing employees with competitive benefits packages, recognition programs, opportunities for growth, respect, commitment, and work/life balance. The Department seeks to uphold and be guided by its core values of accountability, diversity, innovation, integrity, respect, responsive customer service, teamwork, and trust.

The **Human Resources Director** will administer a broad range of human resource management functions city-wide, including employment relations, staffing and recruitment, compensation, employee benefits, policy and procedure development, training and development, performance management, and personnel records. This position is responsible for administrative oversight, visioning, leadership, planning, coordinating, and control of the Human Resources Department.

Key Priorities for the next **Human Resources Director** include:

- Aligning policies and procedures with the values and needs of South Fulton, educating supervisors and staff, and ensuring consistent policy application.
- Increasing Departmental staff capacity and development by enhancing training and aligning responsibilities with skillsets to optimally meet the Human Resources needs of the City.
- Developing a plan for recruitment and retention, including emphasizing the City's commitment to equity and transparency in hiring, fostering partnerships with external organizations, and implementing approved merit-based pay increases.
- Reducing employee accidents and claims, to maintain a safe working environment and ensure City resources are used effectively.

Minimum Education and Experience:

- A bachelor's degree with major coursework in Human Resources, Public Administration, Business Administration, Sociology, or a related field.
- Ten (10) years of progressively responsible experience in Human Resources.
- Three (3) years of municipal government experience as a director or deputy director of human resources.
- Equivalent combination of education, training, and experience that provides the requisite knowledge, skills, and abilities for this job.

Preferred Certifications:

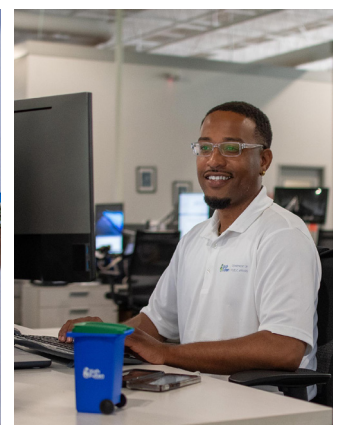
- A master's degree in Human Resources, Public Administration, Business Administration, Sociology, or a related field.
- Notary Public Certification from the State of Georgia.
- Active certification with a recognized Human Resource organization, such as SHRM-CP, SPHR, PIHRA, PHP, or PSHRA-CP.

The next Human Resources Director will oversee a department that seeks to uphold and be guided by its core values of accountability, diversity, innovation, integrity, respect, responsive customer service, teamwork, and trust.



The Successful Candidate is:

- knowledgeable in HR best practices and trends, with significant experience in the areas of recruitment and retention, succession planning, benefits, classification and compensation, worker's compensation, risk management, employee training and development, diversity initiatives, and performance management;
- knowledgeable of state and federal employment laws and current with modifications made through executive orders;
- proactive in addressing employee burnout and fostering a workplace culture that supports well-being, engagement, and retention;
- able to revamp onboarding and orientation to ensure new employees are informed, confident, and well-integrated into the organization;
- committed to internal growth and advancement, helping employees see clear career pathways within the organization;
- adaptable and insightful, recognizing generational differences in the workforce and adjusting strategies to meet diverse needs;
- willing to invest time in learning the organization, building relationships across departments, and developing a strategic plan rooted in real organizational needs;
- an active listener and collaborator who creates a shared vision by gathering input from staff, leadership, and stakeholders;
- skilled at balancing organizational and employee interests, building trust and improving relationships to avoid an “us vs. them” culture;
- a strong and effective communicator who keeps department leaders informed, provides guidance on policy interpretation, and ensures decisions are well-documented and legally sound;
- a leader who demonstrates strong ethical judgment, resilience, and the ability to influence others—leading with integrity even under pressure, while



The successful candidate fosters a workplace culture that supports employee well-being, engagement, and retention.

Salary and Benefits:

The hiring range is \$132,886.40-169,600.47. Base salary and compensation are negotiable within the range based on experience and qualifications.

To **apply**, please visit <https://agency.governmentjobs.com/developmentalassociates/default.cfm> and click on the **Human Resources Director – City of South Fulton, GA** title.

- All applications must be submitted online via the Developmental Associates application portal (link above) – NOT the city's employment application portal or any other external website.
- Resumes and cover letters ***must be uploaded*** with the application.
- Applicants should apply by **October 18, 2025**, to be considered during the first round of reviews.
- The hiring team will invite successful semi-finalists to participate in virtual interviews and skill evaluations on **November 20-21, 2025**. Candidates are encouraged to reserve these dates for virtual meetings should they be invited to participate.
- Direct inquiries to hiring@developmentalassociates.com.

The South Fulton, GA, is an Equal Opportunity Employer.



Operated by the Department of Cultural Affairs, the Southwest Arts Center is the first facility of its kind located in the City of South Fulton built for the sole purpose of delivering arts to the community. Its goal is to produce and present quality arts education, cultural activities, and events to all citizens in a welcoming and safe environment.



Developmental Associates, LLC manages the recruitment and selection process for this position. To learn more about our selection process, visit <https://developmentalassociates.com/client-openings/>, select "Client Openings," and scroll down to "Important Information for Applicants."