



Who We Are

We are a collection of businesses in the North Loop neighborhood in Minneapolis, MN owned by brothers Andrew Dayton and Eric Dayton, employing over 100 employees.

The Bachelor Farmer and Marvel Bar opened their doors in 2011. The restaurant and café celebrate the North and its cuisine by working closely with local farmers to serve fresh, thoughtfully cultivated ingredients. Marvel Bar, located in the building's basement, prides itself on serving classic and original cocktails with care.

Askov Finlayson was founded in 2011 as a men's clothing store. It began as a place for the owners to feature brands they admired that weren't available in Minneapolis at the time. Askov Finlayson was built around a core appreciation for high quality and timeless design, values that guide us to this day.

In 2013, Askov Finlayson began creating its own apparel along with items produced in partnership with friends. Since then, we have grown into an outdoor clothing company with a passion for adventure in all seasons and a mission to combat climate change, all rooted in a deep commitment to the place we call home. We're constantly inspired by Minnesota's traditions of exploration as well as the thriving design community in Minneapolis. It's the combination of perseverance and creativity that we consider to be among the finest characteristics of America's North.



Who We're Looking For

We're looking for a human resource leader with a broad skill set to develop this newly created role as a key contributor to the company's growth and development through partnership with the leadership team in the creation and implementation of business strategy and operations. The critically important aspects of the job are developing and executing the human resource initiatives and programs that support the execution of the strategy as well as helping to evolve and shape the company's culture.

We're looking for a positive, energetic person with a bias for action and getting things done, with an extremely high standard for developing a high performing team. Someone who has the ability to create a vision and strategy, yet isn't afraid to work through the tactical operations in an entrepreneurial company.

We're looking for someone who will be able to take the current structures and processes in place and leverage the work that has already been done to create a more efficient, impactful and purposeful team.

This position is responsible for empowering our most valuable company asset: our team.



Qualifications

- Bachelor's degree required, preferably in Human Resources or related field
- 5-10 years progressive HR experience in a wide-range of areas within the discipline
- Retail and/or restaurant experience helpful
- Preferred private company experience
- Highly effective communicator who can clearly and concisely articulate ideas, concepts and proposals
- Proven track record of resilient leadership in a fast-changing, entrepreneurial environment
- Demonstrated organization skills with the ability to identify priorities, drive performance and execute plans on schedule in an environment with limited structure
- Ability to function at a strategic level, but also able to execute operational functions in a hands-on fashion
- Proven ability to translate strategy and company priorities into action
- Experience advocating for and implementing cultural change
- Process driven with demonstrated ability to identify and implement improvements
- Ability to collaborate at all levels within the organization
- Successful project management experience and organization skills
- Discretion and sensitivity in handling confidential, varied and complex issues

Key Responsibilities

Culture

- Coalesce the institutional and tribal knowledge among our team into a strategic and progressive company culture
- Develop and memorialize a framework for identifying the diverse strengths of our team and translate that into realizing the team's potential
- Ensure the right culture, processes and measurements are in place to drive the actions required to deliver the company vision
- Build diversity and inclusion strategies and plans

Employee Relations

- Serve as a consultant, coach and mentor to leadership on human resource-related issues including succession planning, talent management, change management and organizational development
- Responsible for aligning business objectives with employees and leadership through employee engagement at all levels within the organization
- Develop and implement an employee engagement survey and work with the team to assess results and set goals for improvements

Recruitment and Selection

- Anticipate future talent needs and proactively work to operationalize strategic and cultural advantages
- Develop standardized interview questions to align with the company strategy and culture
- Lead recruiting and onboarding efforts
- Establish process for exit interviews

Performance Management

- Manage and continue to develop the annual and semi-annual performance review program for effectiveness, compliance and equity within the organization while supporting the company's strategy
- Develop, implement and manage a 360-degree review process for leadership
- Lead an important project relating to the minimum wage increase and the impact it will have on the company and the restaurant industry

Key Responsibilities

Training and Development

- Serve as an internal coach to help identify and resolve issues, encourage excellent management practices, anticipate internal organization issues and propose solutions
- Manage talent retention, development and attraction strategies and plans
- Develop leadership to be proactive in succession planning
- Continue to evolve the recognition and reward program
- Take the lead on organizing and contributing to the bi-annual training days

Payroll, Compensation and Benefits

- Collaborate with senior leadership to develop a fair and equitable pay scale to align the organizational chart with industry standards and company strategy
- Assess, manage and develop the full compensation plan including equity plans, incentives and profit sharing
- Lead the development and implementation of the annual open enrollment benefits process, including partnership with senior leadership to develop competitive compensation and benefits programs, plan decision making and benefit training
- Maintain organizational charts and advise senior leadership on organizational design and effectiveness
- Oversee the administration of the payroll processing function
- Monitor and manage worker's compensation and unemployment claims
- Create and manage job descriptions

Compliance

- Responsible for the content and updates to all employee handbooks, HR forms and company policies and procedures ensuring compliance, effectiveness and communication
- Responsible for staying up-to-date with employment laws and legal landscape and ensuring compliance with federal, state and local laws and industry regulations
- Maintain discretion and sensitivity in handling confidential information
- Maintain employee records