Position: Consultant
Specialization: Organizational Change Management

FirstRule Group is a consulting firm with a broad book of business in the public sector and healthcare fields. Our projects are often complex, multi-year, and highly visible with outcomes that matter to the well-being of communities in the Pacific Northwest. We are looking for dedicated, effective, and engaging people to join our team.

At FirstRule Group, consultants that specialize in organizational change management support organizations in making changes successfully, whether this is the implementation of a new project or initiative, a reorganization, or the roll-out of a new technology tool. Their primary responsibilities include identifying stakeholders; assessing readiness for change; identifying and implementing an appropriate change management approach; developing communication and training to support clients; and identifying and mitigating any impacts of the change.

Key Responsibilities

- Identify and assess readiness of stakeholders for upcoming change.
- Identify and articulate the business reasons for the change and specific workflows or other processes that are impacted.
- Collect information about the client's business through a variety of methods (shadowing, interviews, surveys, reading reports, etc.).
- Analyze and interpret data to identify strengths, weaknesses, opportunities, and threats.
- Recommend change management approach, framework, and tools.
- Design systems to govern change and align with an organization's values and strategic plan.
- Train and coach clients on change management tools and approaches.
- Facilitate meetings and deliver presentations.

Key Deliverables

Common documents or deliverables that you may be asked to create and manage:

- Change readiness assessments
- Training presentations
- Feasibility studies
- Training and communication plans
- Process maps and documents
- Final reports

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Qualifications and Competencies

- ✓ Degree in Human Resource Management, Organizational Development, Business Administration, or related field. Comparable or relevant experience may substitute for education.
- ✓ 4+ years of strategic-level organizational change management, including Information Technology (IT) system implementation.
- ✓ Familiarity with various change management frameworks, including ADKAR.
- ✓ Excellent leadership skills, including demonstrated ability to make hard decisions, adapt to changing situations, and listen to differing points of view.
- ✓ Excellent problem-solving, organizational, and coordination skills.
- ✓ Excellent written and verbal communication skills, including the ability to develop and deliver effective presentations.

Visit firstrulegroup.com to apply or contact us at info@firstrulegroup.com

FirstRule Group is an equal opportunity employer and complies with all applicable state and federal laws. FirstRule does not discriminate on the basis of race, color, national origin, age, disability, sex, creed, gender, gender expression or identity, sexual orientation, marital status, religion, honorably discharged veteran or military status, or the use of a trained dog guide or service animal by a person with a disability.

For more information about your rights or to file a complaint, please contact the Washington State Human Rights Commission or the U.S. Equal Employment Opportunity Commission.

NOTE: This job description is not intended to be all-inclusive. Employees and contractors may perform other related duties as assigned to meet the changing needs of the client.

FirstRule Group is committed to fair and equitable compensation practices. The general compensation range for this position as a direct employee is between $65-85 per hour. This range represents the low and high end of our anticipated compensation for this role. Actual compensation may vary depending on factors such as experience, skills, certifications, performance history, location and client budget.

We encourage candidates of all levels of experience to apply. The final offer will be determined based on our evaluation of your qualifications and may fall outside the listed range.

In addition to the base compensation for direct employees, FirstRule Groups offers a benefits stipend, IRA participation with match and a discretionary profit-sharing plan.