

[PelotonU](#) wants to hire a **People Operations Manager**. Here's the scoop.



Context. Today's college students have changed. They're now 74% post-traditional, which means they're older than 24, working more than 30 hours, or caring for someone at home.

Despite their best efforts, only 16% ever graduate, leaving 45 million Americans who started college without yet graduating. What's worse, students blame themselves - but college was never designed to serve those who would benefit most from a degree.

Over eight years, PelotonU built a flexible and supportive college [pathway](#) for working adults - one that ensures 80% of students graduate. The model is called a hybrid college, and we're one of [over a dozen](#) in the country. With key insights from coaching students virtually during COVID, we are now at the beginning of a national expansion.

That's where you come in. As our first People Operations Manager, you will work alongside the co-founders and chief of staff to ensure PelotonU can grow the team from 20 to 90 over the next three years without compromising best-in-class outcomes for students or health and sustainability for staff. You'll create the people operations framework that brings PelotonU's vision for talent and culture to life and your recommendations will be what charts PelotonU's course for all things people operations. With time, the hope is that you'll become a director leading your own team.

Your work entails four key responsibilities. First, you'll source, screen, and eventually own hiring 60 new employees over the next three years. Second, you'll determine how to implement PelotonU's vision for a healthy, happy, whole staff culture, including onboarding, PD, celebrations, and building our virtual team. Third, you will serve as our HR expert - and when you're not sure of the best course of action, you'll lead our learning from external resources. Fourth, you will ensure all of this work is deeply rooted in a conviction to combat white supremacy and promote justice.

Whether you've worked in nonprofits, education, or the corporate world, you have a fervent believe in the power of the workplace to be an agent for good in the world - that a thoughtfully designed and run HR department, talent strategy, and workplace culture can either create healing and emotional safety or it can cause pain and even trauma -- and you're all in on the former. You likely enjoy being given a vision and trusted to determine how to achieve it, hold a deep reverence for the complexities of the human experience, have been told repeatedly that you make people feel safe and cared for, and pride yourself in an ability to have fun along the way. Sound like you? More details below:

How You'll Spend Your Time:

- Sourcing and screening talent in line with PelotonU's existing approach, as well as identifying opportunities for improvement
- Planning and leading onboarding for new staff
- Collaborating with senior leaders to determine training needs and then implementing professional development
- Developing an in-house approach to emerging leadership, internal promotion, and role changes
- Executing on key staff culture routines around celebration, commemoration, and milestones
- Supporting senior leaders in crafting long-term vision for team culture while also responding to current events
- Ensuring principles of accessibility, justice, equity, diversity and inclusion (AJEDI) are embedded in all areas of PelotonU's culture and people operations
- Overseeing all of human resources, including benefits, compensation, reflection and evaluation, and termination
- Strategizing with senior leaders regarding a healthy and happy virtual team culture
- Recommending opportunities for improvement in people operations, ranging from HRIS to long-term vision

Ready to Apply?

Submit an application and resume at <http://pelotonu.org/jointheteam>

You Who Would Thrive In This Position If You...

- Believe building compassionate systems is a primary way you can love and care for other people
- Can juggle multiple priorities without missing any details
- Have a high internal standard for excellent work and don't finish what you're working on until you clear that bar
- Operate best in high autonomy, high pace environments
- Would rather build your own system than work in someone else's
- Listen and ask questions before offering advice

A Few Good Reasons to Join the Team

- Compensation from \$55,000 based on experience
- High autonomy, flexible schedule, and healthy time off
- An organization that takes culture, celebration, inclusion and transparency seriously
- Shape the future of people operations at PelotonU and influence talent across the Hybrid College Network
- Work from home, though we prefer folks to be in Austin

Nitty Gritty Requirements

- 5+ years experience in People Operations, Talent or Human Resources
- A bachelor's degree preferred
- Track record of exceeding expectations and goals
- Familiarity with HRIS systems and HR policies

Start Date Flexible, and targeting mid-January 2022