HR Business Partner, Performance & Culture- Wharton Human Resources & People Operations

highheredjobs.com/search/details.cfm

Type: Full-Time
Salary: $76,000 - $95,000 per year
Posted: 31 days ago
Category: Human Resources

HR Business Partner, Performance & Culture- Wharton Human Resources & People Operations

University Overview

The University of Pennsylvania, the largest private employer in Philadelphia, is a world-renowned leader in education, research, and innovation. This historic, Ivy League school consistently ranks among the top 10 universities in the annual U.S. News & World Report survey. Penn has 12 highly-regarded schools that provide opportunities for undergraduate, graduate and continuing education, all influenced by Penn's distinctive interdisciplinary approach to scholarship and learning. As an employer Penn has been ranked nationally on many occasions with the most recent award from Forbes who named Penn one of America's Best Large Employers in 2023.

Penn offers a unique working environment within the city of Philadelphia. The University is situated on a beautiful urban campus, with easy access to a range of educational, cultural, and recreational activities. With its historical significance and landmarks, lively cultural offerings, and wide variety of atmospheres, Philadelphia is the perfect place to call home for work and play.

The University offers a competitive benefits package that includes excellent healthcare and tuition benefits for employees and their families, generous retirement benefits, a wide variety of professional development opportunities, supportive work and family benefits, a wealth of health and wellness programs and resources, and much more.

Posted Job Title
HR Business Partner, Performance & Culture- Wharton Human Resources & People Operations

Job Profile Title
Associate Director C, Human Resources, School/ Center

Job Description Summary
Wharton School Overview
Founded in 1881 as the world's first collegiate business school, the Wharton School of the University of Pennsylvania is shaping the future of business by incubating ideas, driving insights, and creating leaders who change the world. With campuses in both Philadelphia and San Francisco, Wharton has over 900 staff, a faculty population of more than 235 renowned professors, and 5,000 undergraduate, MBA, executive MBA, and doctoral students. Each year 13,000 professionals from around the world advance their careers through Wharton Executive Education's individual, company-customized, and online programs. More than 104,000 Wharton alumni form a powerful global network of leaders who transform business every day. Wharton is home to a dynamic population of staff, representing a rich array of backgrounds and expertise. To learn more, visit www.wharton.upenn.edu.

Job Description

At Wharton Human Resources & People Operations, we believe that people are the foundation of organizational success. We are seeking a dedicated HR Business Partner to play a pivotal role in fostering a thriving workplace where every individual feels valued and empowered to succeed.

This dynamic role offers the opportunity to manage a variety of complex, high-impact responsibilities in a fast-paced and collaborative environment.
Duties:

- Serve as a trusted advisor, managing complex and varied employee relations cases with fairness and integrity.
- Partner with leaders to enhance performance management practices and deliver meaningful development opportunities & feedback.
- Contribute to the design and execution of employee experience programs that build community, strengthen engagement, and promote equal opportunity, as well as other professional development opportunities.
- Contribute to ongoing efforts to innovate and modernize HR operations. Leveraging data analytics to inform strategic decision-making and drive operational excellence.
- Provide expert guidance on HR policy, compliance, and workplace challenges while contributing to a positive and people-centered culture.

What We're Looking For: We are seeking a highly organized, collaborative professional with strong HR generalist experience who thrives in a dynamic, matrixed environment. The ideal candidate brings a combination of strategic thinking and hands-on HR expertise, with a passion for fostering engaging and energized workforces. Success in this role requires adaptability, teamwork, and a commitment to supporting both individual stakeholder groups and the broader Wharton HR team.

Qualifications

A Bachelor's degree and 3-5 years of progressive HR experience are required, or an equivalent combination of education and experience.

Required experience includes:

- HR Generalist Expertise: Demonstrated experience managing employee relations, talent acquisition, and compensation reviews, with the ability to provide strategic support on workforce planning, recruitment, and retention initiatives.
- Compliance & Policy Knowledge: Solid understanding of HR policy compliance, legal requirements, and navigating employer policies, with the ability to apply this knowledge effectively to workplace challenges.
- Interpersonal & Communication Skills: Strong interpersonal and communication skills, with a proven ability to build trusted relationships with stakeholders and provide practical, empathetic HR coaching and support.
- Problem-Solving & Decision-Making: Demonstrated ability to navigate complex interpersonal dynamics, resolve employee issues, and proactively manage sensitive workplace situations.
- Collaboration & Teamwork: Experience working within a matrixed environment and willingness to support Wharton HR colleagues when additional support is needed.

Preferred Qualifications:

- HR Certification: PHR, SPHR, SHRM-CP, or SHRM-SCP certification.

- Project Management Experience: Demonstrated ability to lead and manage HR-related projects, including wellness initiatives, employee engagement programs, or organizational development efforts. -
- Technology Skills: Experience using HR systems and technology platforms such as Workday, Qualtrics, and AI-driven tools to enhance HR operations and employee experience.
- Advanced Compensation Knowledge: Strong understanding of job classifications, salary reviews, and adjustments, particularly within a higher education setting.
- Survey Design & Analytics: Experience with survey design and analysis to gather insights on employee engagement and workplace culture.

Key Attributes for Success:

- Empathetic and highly emotionally intelligent, with a genuine passion for supporting people through challenges and opportunities.
- Strong sense of accountability and integrity, ensuring fairness and consistency in all HR practices.
- Strategic thinker with the ability to see both the big picture and the operational details.
- Comfortable working in a dynamic, fast-paced environment where priorities can shift quickly.

Job Location - City, State
Philadelphia, Pennsylvania

Department / School
Wharton School

Pay Range
$76,000.00 - $95,000.00 Annual Rate
Salary offers are made based on the candidate's qualifications, experience, skills, and education as they directly relate to the requirements of the position, and in alignment with salary ranges based on external market data for the job's level. Internal organization and peer data at Penn are also considered.

Equal Opportunity Statement

The University of Pennsylvania is an equal opportunity employer. Candidates are considered for employment without regard to race, color, sex, sexual orientation, religion, creed, national origin (including shared ancestry or ethnic characteristics), citizenship status, age, disability, veteran status or any class protected under applicable federal, state or local law.

Special Requirements
Background checks may be required after a conditional job offer is made. Consideration of the background check will be tailored to the requirements of the job.

University Benefits

- **Health, Life, and Flexible Spending Accounts**: Penn offers comprehensive medical, prescription, behavioral health, dental, vision, and life insurance benefits to protect you and your family's health and welfare. You can also use flexible spending accounts to pay for eligible health care and dependent care expenses with pre-tax dollars.
- **Tuition**: Take advantage of Penn's exceptional tuition benefits. You, your spouse, and your dependent children can get tuition assistance here at Penn. Your dependent children are also eligible for tuition assistance at other institutions.
- **Retirement:** Penn offers generous retirement plans to help you save for your future. Penn's Basic, Matching, and Supplemental retirement plans allow you to save for retirement on a pre-tax or Roth basis. Choose from a wide variety of investment options through TIAA and Vanguard.
- **Time Away from Work:** Penn provides you with a substantial amount of time away from work during the course of the year. This allows you to relax, take vacations, attend to personal affairs, recover from illness or injury, spend time with family-whatever your personal needs may be.
- **Long-Term Care Insurance:** In partnership with Genworth Financial, Penn offers faculty and staff (and your eligible family members) long-term care insurance to help you cover some of the costs of long-term care services received at home, in the community or in a nursing facility. If you apply when you're newly hired, you won't have to provide proof of good health or be subject to underwriting requirements. Eligible family members must always provide proof of good health and are subject to underwriting.
- **Wellness and Work-life Resources**: Penn is committed to supporting our faculty and staff as they balance the competing demands of work and personal life. That's why we offer a wide variety of programs and resources to help you care for your health, your family, and your work-life balance.
- **Professional and Personal Development:** Penn provides an array of resources to help you advance yourself personally and professionally.
- **University Resources:** As a member of the Penn community, you have access to a wide range of University resources as well as cultural and recreational activities. Take advantage of the University's libraries and athletic facilities, or visit our arboretum and art galleries. There's always something going on at Penn, whether it's a new exhibit at the Penn Museum, the latest music or theater presentation at the Annenberg Center, or the Penn Relays at Franklin Field to name just a few examples. As a member of the Penn community, you're right in the middle of the excitement-and you and your family can enjoy many of these activities for free.

- **Discounts and Special Services**: From arts and entertainment to transportation and mortgages, you'll find great deals for University faculty and staff. Not only do Penn arts and cultural centers and museums offer free and discounted admission and memberships to faculty and staff. You can also enjoy substantial savings on other goods and services such as new cars from Ford and General Motors, cellular phone service plans, movie tickets, and admission to theme parks.
- **Flexible Work Hours:** Flexible work options offer creative approaches for completing work while promoting balance between work and personal commitments. These approaches involve use of non-traditional work hours, locations, and/or job structures.
- **Penn Home Ownership Services:** Penn offers a forgivable loan for eligible employees interested in buying a home or currently residing in West Philadelphia, which can be used for closing costs or home improvements.
- **Adoption Assistance:** Penn will reimburse eligible employees on qualified expenses in connection with the legal adoption of an eligible child, such as travel or court fees, for up to two adoptions in your household.

To learn more, please visit: https://www.hr.upenn.edu/PennHR/benefits-pay

Equal Employment Opportunity Statement

The University of Pennsylvania is an equal opportunity employer. Candidates are considered for employment without regard to race, color, sex, sexual orientation, religion, creed, national origin (including shared ancestry or ethnic characteristics), citizenship status, age, disability, veteran status or any class protected under applicable federal, state, or local law.

To apply, visit https://wd1.myworkdaysite.com/en-US/recruiting/upenn/Wharton/job/SteinbergDietrich-Hall/HR-Business-Partn er--Performance---Culture--Wharton-Human-Resources---People-Operations_JR00112038

jeid-2de4f1045bf5bf4c9c01d70cf462ef84
© 2026 HigherEdJobs. U.S. Patent 8,548,928