



HR Specialist

Are you ready to make a real difference in our community? The **Human Resources Specialist** will contribute directly to the community by working to grow the people operations for A Better Way Services, Inc. Our nonprofit organization is continually growing and changing, and we are seeking a highly motivated and energetic HR professional to help us reach our goals in 2023.

A Better Way provides shelter and services for victims of domestic violence and sexual assault, a Rape Crisis Center, advocacy, individual trauma-informed counseling, support groups, transitional housing, rapid rehousing, a 24-hour crisis line for persons in any type of crisis, education + referrals, a suicide hotline, chat and text suicide prevention services, teen dating violence and domestic violence prevention programs, and a check-in call service for elderly or disabled homebound persons.

Opportunities for full-time and part-time employment located in Muncie, Indiana, with some hybrid work-from-home after training.

The HR Specialist will immediately contribute to our organization by focusing on talent acquisition for A Better Way's programs and administration. These duties will include application reviews, interviews, and the facilitation of hiring qualified job applicants for open positions. In conjunction with the HR Director, the HR Generalist will help develop orientation and onboarding programs to ensure our staff is set up for success.

A Bachelor's degree in HR, Nonprofit Management, or the equivalent in related experience is required; prior recruiting or general HR experience is preferred. Candidates should be effective verbal and written communicators with demonstrated experience in technology. Successful candidates will demonstrate high levels of self-motivation, confidentiality, and professionalism.

Candidates should submit their application to our website [HERE](#) or by emailing: contact@abwservices.org. Include "HR Specialist" in your subject line.

A Better Way is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.