Disclaimer
This job description template is the intellectual property of **Pact and Partners, LLC**. It is provided solely for informational and illustrative purposes to assist companies in shaping their own role descriptions. It is not legal advice and must not be relied upon as such. Users are solely responsible for consulting qualified legal counsel to ensure their job descriptions comply with applicable U.S. federal, state, and local laws and regulations. Pact and Partners, LLC assumes no responsibility or liability for the use, adaptation, or legal compliance of this content.

Chief People Officer (CPO) — U.S. Subsidiary

Template for International Companies Scaling in the United States

Company Overview

We are an established international company with strong [Europe / Asia / EMEA / LatAm], roots and a rapidly growing U.S. presence. As we scale our North American operations, we are seeking a strategic and people-focused Chief People Officer (CPO) to lead our U.S. human capital strategy. This role is critical in shaping our organizational culture, strengthening employee engagement, and ensuring that our people practices support business growth across borders.

Role Summary

As the CPO, you will serve as a key member of the U.S. executive team, responsible for driving all aspects of human resources, talent strategy, organizational design, and cultural integration. You will build and scale HR operations tailored to the U.S. market while aligning with global values and policies. Your leadership will influence company performance, cross-cultural integration, and long-term retention and development of talent.

Key Responsibilities

1. People Strategy & Leadership
Define and implement a U.S. people strategy aligned with overall business goals and global HR frameworks.

2. Talent Acquisition & Retention
Oversee end-to-end recruitment strategy for U.S. operations, focusing on high-impact talent in a competitive market.

3. Organizational Design
Guide structure, roles, and reporting to support scalability and operational clarity across functions.

4. Culture & Engagement
Champion a values-based, inclusive, and high-performance culture. Lead engagement initiatives that connect global values with local execution.

5. Performance & Development

Design and implement systems for performance reviews, succession planning, and leadership development.

6. HR Operations & Compliance
Ensure HR policies, systems, and practices are compliant with U.S. labor laws and aligned with global HR standards.

7. Executive Collaboration
Partner with the CEO, CFO, and department leaders to ensure talent strategy supports business goals and cross-functional collaboration.

Candidate Profile

Experience
- Minimum 10 years in progressive HR leadership roles, including prior experience as CHRO, CPO, or VP of HR in the U.S.

Track Record
- Demonstrated success in scaling HR functions during periods of growth, especially for international or mid-market companies.

Expertise
- Strong knowledge of U.S. employment law, compensation practices, HR systems (e.g., Workday, ADP, BambooHR), and diversity, equity & inclusion (DEI) frameworks.

Leadership
- A values-driven leader who can influence at all levels, build trust, and drive change.

Education
- Bachelor's degree in Human Resources, Organizational Development, or a related field required. Advanced degrees or certifications (e.g., SPHR, SHRM-SCP, MBA) are a plus.

Company Culture & Leadership Style

We combine global operational excellence with U.S.-based entrepreneurial drive. Our leadership values clarity, empathy, and accountability. As CPO, you will play a pivotal role in shaping a unified culture that supports local autonomy, collaboration, and long-term professional growth.

Compensation & Benefits

- Base Salary Range: $250,000 – $300,000
- Performance Bonus: Up to 40% of base salary
- Equity: Stock options or long-term incentive plan negotiable
- Benefits: Comprehensive health coverage (medical, dental, vision), 401(k) with match, generous PTO, and relocation support if applicable
- Location: [Boston / Hybrid / Remote with occasional travel to HQ or regional offices]

Why This Role Matters

The Chief People Officer sets the tone for growth, inclusion, and long-term culture. You will help turn our expansion into a human success story—with impact, clarity, and purpose at every level.

*

* *

Let's Talk

At Pact and Partners, we've been helping companies from Europe, Asia, MEA, and Latin America hire their U.S. CEOs since 2012. Let's build your American leadership the right way.
Let's talk!

"Keep growing, keep dreaming, and let's win big together."