

POSITION & CANDIDATE SPECIFICATION
Leadership Development Executive
BANK OF AMERICA

Title Leadership Development Executive

Reports To Enterprise Organizational Effectiveness Executive

Location Charlotte, NC

Company

Bank of America is one of the world's largest financial institutions, serving individual consumers, small and middle market businesses and large corporations with a full range of banking, investing, asset management and other financial and risk-management products and services. The company provides unmatched convenience in the United States, serving more than 55 million consumer and small business relationships with more than 5,700 retail banking offices, more than 17,000 ATMs and award-winning online banking with more than 21 million active users. Bank of America is the No. 1 overall Small Business Administration (SBA) lender in the United States and the No. 1 SBA lender to minority-owned small businesses. The company serves clients in 175 countries and has relationships with 98 percent of the U.S. Fortune 500 companies and 80 percent of the Global Fortune 500. In 2006, Bank of America was the fifth most profitable company in the world with \$74.2 Billion in revenues and \$21.1 Billion in net income. Bank of America Corporation stock (NYSE: BAC) is listed on the New York Stock Exchange

Corporate Culture

Key characteristics of successful leaders at Bank of America include: broad business perspective and extremely strong business acumen, the ability to architect and drive change, action orientation with strong execution skills and drive for results, strong influencing skills and tremendous personal energy and edge. The company is committed to maximizing our competitive position and investing in our strengths to fully serve customers and shareholders. These core characteristics and philosophies create a culture of success for smart, assertive, externally competitive and internally team-oriented individuals.

Position Overview

The Bank of America organization has grown significantly through a variety of mergers and acquisitions. Moving forward, our strategy is focused on continuing to grow through building broader, deeper more profitable customer relationships so that we can fully leverage our financial distribution network and realize the inherent value embedded in the company.

This is a newly created role that will be focused on providing organization development solutions, including organizational design, development and change management, to enterprise-level issues and building deeper OD capability across Human Resources. The successful candidate must be a strong, decisive, results oriented leader who can develop and manage relationships across the company and with a wide variety of partners based on trust, teamwork and knowledge. The following details specific responsibilities for this critical role:

Key Responsibilities

- Engage on high-impact organization development projects, including organization assessment/diagnostics, planning and implementing organization development solutions, evaluating results, in partnership with business-dedicated human resources teams and business partners.
- Build Organization Development capabilities in human resources professionals through hands-on coaching and application of organization development tools.
- Conduct learning sessions to build organization development skills and capabilities across the human resources organization.
- Partner closely with a wide variety of constituents to ensure alignment to business objectives, inclusive of sponsorship and support for OD solutions.
- Partner with external vendor(s) and internal stakeholders to ensure effective design and implementation of interventions.
- Provide subject-matter expertise in organization development as part of Executive & Leadership Pipeline Development function.

Knowledge, Skill and Key Leadership Characteristics:

- 10-15 years organizational development experience in a large, fast paced, results-oriented, company with a demonstrated history of success in leading teams to drive business performance.
- Excellent strategic planning and operational deployment skills; ability to translate vision, strategy and business requirements into clear actionable goals, motivate team performance and achieve results.
- Leadership, client engagement skills and relationship building. Able to design, lead and influence large-scale change and integrate work across delivery channels and lines of business in a fast-paced, highly matrixed environment
- Proactively manages projects, including contracting, milestones and task management, resources, risks/dependencies
- Experienced at managing consultant and vendor relationships.
- Demonstrated ability to manage process performance and metrics to produce tangible business results and process improvements.
- Results driven, outcome-oriented leadership style with a high degree of energy and work ethic that suggests personal drive and dedication.
- Proactive, relationship building ability with strong interpersonal and influencing skills.
- Strong business acumen, highly developed analytical skills, superior intellect and judgment.
- Unimpeachable personal integrity and values congruent with those of the organization.

- Familiarity with quality and productivity tools and methodologies; six-sigma knowledge is a strong positive.
- Travel required.

Education

Bachelor's degree required; Advanced degree in Org Behavior or OD, Industrial/Organizational Psychology or an MBA preferred.

Compensation

Compensation will be attractive, competitive and will include base salary, incentive compensation and stock option grants.

Disclaimer

The above information on this description has been designed to indicate the general nature and level of work. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of an employee assigned to this position.

Contact

Erin O'Brien, Executive Search Recruiting Team
Bank of America
704.443.7002
erin.e.obrien@bankofamerica.com