



HUMAN RESOURCES DIRECTOR

HUMAN RESOURCES DEPARTMENT
City of Laredo, Texas

Annual Salary:

\$146,182.40 – \$193,689.60 DOE/DOQ



Are you a strategic, service-oriented Human Resources leader who can guide a complex public-sector workforce through policy modernization, recruitment innovation, and strong employee relations? **If so, apply to be the City of Laredo's next Human Resources Director!**

We're looking for an exceptional, high-emotional-intelligence leader who is:

- Visionary and proactive leaders with a forward-thinking, solutions-oriented approach
- Experienced in civil service, collective bargaining, and executive-level HR leadership
- Skilled at implementing systems, structure, and technology to improve efficiency and outcomes

Join a dynamic border community where "Texas begins here"—read on to learn more about this impactful leadership opportunity!



ABOUT THE COMMUNITY

Laredo, Texas is a vibrant and culturally rich border city that blends deep history with modern economic strength. Incorporated in 1755, Laredo is one of Texas' oldest communities and today serves as the county seat of Webb County and the largest inland port in North America.

Located along the Rio Grande and connected by four international bridges, Laredo is a critical hub for international trade, transportation, and logistics between the United States and Mexico. The city benefits from a diverse economy anchored by warehousing, transportation, healthcare, education, retail, and public service.

Residents enjoy a unique bicultural atmosphere with world-class museums, historic plazas, festivals, and outdoor recreation opportunities including birding trails, golf courses, and access to Casa Blanca Lake. Laredo's downtown reflects its colonial roots, while new development continues to support growth and modernization.

The city is served by major highways, a commercial airport, and regional higher education institutions including Texas A&M International University and Laredo College.

History



Tourism



POPULATION
~256,000



MEDIAN HOUSEHOLD INCOME
\$61,519



MEDIAN HOME VALUE
\$182,400

AVERAGE MONTHLY RENT:
\$1,001

GOVERNANCE & ORGANIZATION

Laredo operates under a Council-Manager form of government, with the policy-making and legislative authority vested with the City Council. The Mayor is elected at-large and serves a four-year term with a limit of two terms. Eight Council Members are elected by district on a non-partisan basis and may serve up to two four-year terms.

The City provides a full range of municipal services including police and fire protection, parks and recreation, cultural activities, libraries, recycling, public health and social services, municipal housing, public transportation, water and wastewater utilities, sanitation services, an international airport, planning and zoning, and general administrative services.

THE JOB

The Human Resources Department supports the City of Laredo by attracting, developing, and retaining a high-quality workforce while promoting safety, training, benefits security, and compliance. The department plays a key role in ensuring City-wide adherence to federal, state, and local employment laws and reducing risk and liability exposure.

Under general administrative direction of an Assistant City Manager, the Human Resources Director is responsible for planning, directing, managing, and overseeing all activities and operations of the Human Resources Department, including:

- HR Administration
- Recruitment & HRIS
- Retirement / Civil Service
- Employee Relations / Learning & Development
- Health & Benefits
- Risk Management

The Director provides highly responsible and complex administrative support to the City Manager's Office and ensures the development, implementation, and maintenance of City-wide HR standards, policies, and procedures.

CHALLENGES AND OPPORTUNITIES

The City of Laredo's Human Resources Department is entering an important period of modernization and strategic advancement. The next Human Resources Director will play a central role in leading several high-impact initiatives that will strengthen organizational effectiveness, improve workforce outcomes, and support long-term sustainability.

Policy, Procedure, and Ordinance Modernization

The Department is undertaking a comprehensive consolidation, review, and update of City employment policies, procedures, and related ordinances. This effort is focused on ensuring consistency, clarity, and alignment with contemporary human resources best management practices while supporting compliance across a complex municipal organization.

Recruitment, Retention, and Succession Planning

Opportunities exist to streamline and accelerate recruitment and selection processes by identifying bottlenecks, leveraging technology, and implementing best practices to reduce time-to-hire and enhance the candidate experience. In parallel, the Department is strengthening succession planning and employee learning and development programs to prepare future leaders and support internal growth into promotional and supervisory roles.

Classification, Compensation, and Labor Strategy

The City commissioned a Class and Compensation Study and pay plan model in 2023 that requires ongoing administration and periodic updates to support hiring, reclassification, and internal equity. Additionally, the Department is preparing for upcoming Police and Fire compensation studies in advance of successor collective bargaining negotiations with CLEAT and IAFF, whose agreements expire in September 2026.

Self-Insured Health Plan Management

The City offers a self-insured cafeteria health insurance program that includes plan design, cost management, collective bargaining provisions, and employee education and enrollment. Like many municipal employers, rising healthcare costs present ongoing challenges, and the next HR Director will help evaluate strategies to manage costs, explore plan options, and maintain competitive, sustainable benefits for employees and retirees.

KEY PROJECTS FOR 2026

- Comprehensive consolidation, review, and update of City employment policies, procedures, and ordinances
- Streamlining and accelerating candidate recruitment/selection processes to reduce time-to-hire
- Improving the job application process by identifying gaps and implementing best practices
- Expanding and tracking professional learning opportunities aligned with the City Manager's Annual Training Plan
- Implementing a City-wide employee training tracking system and uploading documentation to NeoGov HR files
- Implementing paperless safety reporting and litigation claims management operations
- Supporting health plan cost-control strategies and preventative care utilization initiatives



EMPLOYEES

33.7 FULL-TIME



CITY BUDGET

73.4 MILLION

[Full Job Description](#)





IDEAL CANDIDATE

The ideal candidate will be a visionary and service-oriented Human Resources leader who brings a proactive, solutions-driven approach to supporting a large and complex municipal organization. This leader will be entrepreneurial, innovative, and comfortable introducing modern best practices while maintaining trust and credibility with employees at every level.

The successful candidate will demonstrate excellent time management and the ability to manage multiple priorities while keeping initiatives moving forward. They will be an approachable, collaborative servant leader with strong emotional intelligence who can inspire confidence, “read the room,” and serve as a valued member of the City’s Executive Leadership Team.

The next HR Director will be a champion of customer service, ensuring HR delivers timely, responsive support to City departments. Experience with civil service systems, collective bargaining, and contract administration is strongly preferred, along with comfort leading transformative change and clearly communicating the “why” behind policy and procedural improvements. A commitment to integrating technology to improve efficiency and strengthen HR outcomes is essential.

EXPERIENCE & QUALIFICATIONS

REQUIRED:

- Bachelor’s degree from an accredited college or university in Human Resources Management, Business Administration, Public Administration, Organizational Leadership, or related field
- At least seven (7) years of progressively responsible Human Resources management experience within a public-sector, governmental, or comparably complex organization
- At least five (5) years in a senior management or executive-level role overseeing multiple HR functions and professional staff
- Credential required (or must be obtained within 18 months): PHR, SPHR, SHRM-CP, SHRM-SCP, PSHRA-CP, or PSHRA-SCP
- Valid Texas Driver License (or ability to obtain within 6 months)

PREFERRED:

- Master’s degree in HR Management, Public Administration, Business Administration, Organizational Development, or related discipline
- Experience in a municipality or public agency with 1,000+ employees
- Experience managing union/civil service systems, complex policy environments, or large-scale benefits programs
- Ability to communicate in Spanish preferred

“Texas Begins Here”



SALARY & BENEFITS

Compensation: \$146,182.40 – \$193,689.60 DOE/DOQ

The City of Laredo offers a competitive and comprehensive benefits package designed to support employee wellness, financial security, and work-life balance. Benefits include three medical plan options (PPO, HMO, HDHP), dental insurance, and employer-provided \$80,000 Life and AD&D coverage, with additional ancillary medical options available at low cost. All health plans have a 30-day waiting period.

Paid leave includes 10 vacation days per year, 6.5 sick days per year, 16 paid holidays, and additional personal/wellness leave opportunities.

Retirement is provided through the Texas Municipal Retirement System (TMRS), with a 7% employee contribution and a 2:1 City matching ratio upon retirement. Restricted Prior Service Credit may be available. The City also offers a Deferred Compensation 457 retirement plan.

Additional incentives may include vehicle and cell allowances and relocation/housing assistance, subject to approval.

HOW TO APPLY

Apply Here



For more information on this position, contact:

Doug Thomas, Executive Vice President of Recruitment & Leadership Development

DouglasThomas@GovernmentResource.com | 863-860-9314

The City of Laredo is an Equal Opportunity Employer. Applicants selected as finalists for this position will be subject to a comprehensive background check and pre-employment drug and alcohol screening.