

Chief Human Resources Officer

4400 West 18th Street, Houston, Texas (US-TX), 77092-8501, United States

ID: 30463

Job Description

Location: Hattie Mae White

Department: Chief Human Resources Officer

Area: Northwest

Contract Months: 12

Salary Range: \$215,000.00 – \$255,000.00

Academic Year: 25-26

JOB SUMMARY

The Chief Human Resources Officer (CHRO) is a senior strategic partner to the Superintendent and Cabinet, leading HISD's human capital strategy to attract, develop, and retain a world-class workforce. The CHRO drives innovative talent management practices to meet the demands of a large urban school district while fostering an inclusive, high-performance culture aligned with HISD's Destination 2035 vision.

MAJOR DUTIES & RESPONSIBILITIES

List most important duties first

1. Strategic Compensation Leadership

- Lead the implementation of nation's largest pay-for-performance initiative tied to the district's teacher evaluation system in order to reward and retain the district's most effective educators.
- Build and sustain cross-functional collaboration to ensure compensation systems support instructional excellence and long-term workforce sustainability.
- Serve as the district's lead ambassador for strategic compensation, building understanding and buy-in with employees, stakeholders, and the broader community.
- Establish and maintain a consistent job leveling framework that defines job families, titles, and pay grades across all departments, ensuring internal equity, market competitiveness, and transparent career progression.

2. Strategic Talent Planning & Organizational Development

- Develop a district-wide talent strategy aligned with HISD's Destination 2035 vision, covering acquisition, development, and performance-based retention.
- Supports and manages the successful execution of the unit concept, ensuring the HR department is effectively and efficiently serving and meeting the needs of Division and campus staff
- Lead succession planning and leadership development for key roles to strengthen HISD's leadership pipeline.
- Create robust performance management and professional development systems for all central office and campus staff.
- Drive workforce diversity, equity, inclusion, and belonging initiatives.

MAJOR DUTIES & RESPONSIBILITIES CONTINUED

3. Recruitment, Staffing & Onboarding

- Oversee recruitment for all staff, implementing innovative, cost-effective, and equity-focused strategies to attract high-quality, diverse talent.
- Ensure responsive staffing solutions for schools and central offices.
- Design and continuously improve onboarding programs to accelerate new-hire integration and success.

4. Human Resources Operations & Compliance

- Provide outstanding HR services ensuring high-quality employee experience.
- Oversee and optimize HR technology, data systems, and process automation to improve efficiency and analytics.
- Optimizes and manages HR systems, processes and workflows driven by efficiency, quality and excellent customer service
- Manages all labor and employment compliance issues, working closely as necessary with the district's General Counsel.

5. Culture, Engagement & Change Management

- Champion a collaborative and inclusive culture that reflects HISD's mission and values.
- Lead change management strategies to support organizational redesign, unit concept implementation, and evolving workforce needs.
- Establish feedback mechanisms (e.g., engagement surveys) to measure employee experience and act on results.

6. Leadership & Collaboration

- Serve as a strategic advisor and thought partner to the Superintendent, Board of Education, and Cabinet on human capital issues.
- Collaborate with Chiefs, Principals, and community leaders to strengthen partnerships

that expand educator pipelines and workforce opportunities.

7. Performs other job-related duties as assigned.

EDUCATION

Bachelor's degree required; advanced degree in HR, Business, Education, or related field preferred.

WORK EXPERIENCE

10+ years of progressive HR leadership experience, including significant experience in talent strategy, organizational design, and compensation/leveling.

Demonstrated success leading large, complex HR organizations in a K-12 or comparable environment.

SKILL AND/OR REQUIRED LICENSING/CERTIFICATION

Expertise in job leveling, compensation design, and pay equity practices.

Strong change-management, project-management, and problem-solving skills.

Exceptional communication and stakeholder engagement abilities.

Proven ability to build and lead diverse, high-performing teams.

Commitment to equity, transparency, and continuous improvement.

LEADERSHIP RESPONSIBILITIES

Directs multiple levels of management in developing and executing key initiatives.

Establishes strategic objectives, policies, and evaluation criteria impacting district-wide HR operations.

Collaborates with senior leadership to develop strategies and broad departmental objectives; establishes methods, techniques and evaluation criteria for projects, programs and people in the achievement of strategic objectives.

WORK COMPLEXITY/INDEPENDENT JUDGMENT

Work is non-standardized and widely varied, involving many complex and significant variables including significant time spent planning, evaluating complex solutions and issues, and negotiating outcomes. Strong analytic ability and inductive thinking are frequently required to devise new approaches to situations where previously accepted

solutions have proven inadequate. Position regularly makes recommendations to management on areas of significance to the division. Supervision received typically consists of providing periodic coaching, advice and feedback.

BUDGET AUTHORITY

Participates in a group plan and/or budget development.

PROBLEM SOLVING

Greater latitude and discretion is warranted in making decisions, which affect major areas of HISD and possibly the organization's public image. The job is constantly expected to apply creative solutions to complex problems and develop new ideas and concepts. Reviews and approves decisions and/or recommendations that may have a significant impact on the entire organization.

IMPACT OF DECISIONS

Decisions have a major impact to multiple divisions or the organization and may impact the general direction of HISD. Errors may cause continuous adverse influence on the future operations of the organization, in matters involving important customer commitments, organizational liability, and other matters which may appreciably affect future costs.

COMMUNICATION/INTERACTIONS

Oversee and direct - serves as one of the organization's senior level spokespersons in area of expertise, defines and champions change initiatives, organizational strategies, services, policies and practices. Interactions are typically with Top Management, the Board, and community and business leaders.

CUSTOMER RELATIONSHIPS

Leads others in the resolution of highly sensitive and confidential issues on behalf of the department. Acts as a trusted advisor, and becomes involved in the customer's decision making process including presenting alternatives and information and applying persuasion and negotiation skills in the resolution of problems. Monitors customer service standards.

WORKING/ENVIRONMENTAL CONDITIONS

Work is normally performed in a typical interior work environment which does not subject the employee to any hazardous or unpleasant elements.

Ability to carry and/or lift less than 45 pounds.

Houston Independent School District is an equal opportunity employer.