



Harris County Housing Authority

Chief Human Resources Officer (CHRO)

Position Summary

The **Chief Human Resources Officer (CHRO)** serves as the Housing Authority's senior human capital executive and strategic advisor to the Chief Executive Officer. As a member of the Executive Leadership Team, the CHRO is responsible for developing and executing an enterprise-wide human capital strategy that aligns with the Authority's mission, strategic priorities, and long-term organizational objectives.

The CHRO provides executive leadership for all human resources functions, including talent acquisition, classification and compensation, employee and labor relations, organizational development, performance management, policy administration, compliance, workforce planning, training and development, HR technology, and organizational effectiveness. The position partners closely with executive leadership and the Board of Commissioners to build a high-performing, engaged, and accountable workforce while ensuring compliance with applicable federal, state, and local employment laws.

Executive Leadership Responsibilities

- Serve as a strategic advisor to the Chief Executive Officer and Executive Leadership Team on all human capital matters.
- Develop and implement a comprehensive human capital strategy that supports organizational growth and operational excellence.
- Lead workforce planning initiatives, succession planning, and organizational development strategies.
- Establish and oversee the Authority's classification and compensation program, including salary administration, pay structures, market studies, and position control.
- Direct all talent acquisition, onboarding, employee engagement, retention, and workforce planning initiatives.
- Provide executive oversight of employee relations matters, workplace investigations, conflict resolution, and corrective action processes.

- Develop, implement, and maintain Human Resources policies, procedures, and administrative regulations.
 - Ensure compliance with federal, state, and local employment laws and applicable HUD regulations.
 - Lead organizational change initiatives and advise executive leadership on workforce implications of strategic decisions.
 - Oversee HR technology, workforce analytics, reporting, and human capital metrics to support executive decision-making.
 - Partner with Finance and executive leadership on budgeting related to personnel costs, staffing models, and workforce forecasting.
 - Foster a culture of accountability, professionalism, inclusion, continuous improvement, and exceptional customer service.
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Minimum Qualifications

- **Master's degree** in Human Resources, Business Administration, Public Administration, Organizational Leadership, or a closely related field **required**.
- Minimum of **ten (10) years** of progressively responsible Human Resources experience.
- Minimum of **five (5) years** of executive or senior Human Resources leadership experience.
- **SHRM-SCP, SHRM-CP, SPHR, or PHR certification required.**