



TEXAS A&M-UNIVERSITY
CORPUS CHRISTI

Invites Applications and Nominations for the
Position of:

Chief Human
Resources Officer

Greenwood/Asher
& ASSOCIATES, LLC

The Opportunity

Texas A&M University-Corpus Christi (TAMU-CC) seeks a collaborative, forward-thinking leader to serve as the Chief Human Resources Officer (CHRO) who will provide strategic leadership that advances the university's mission and strategic plan, Islander Impact 2030. The CHRO will lead and coach the team responsible for a range of talent management services including recruitment, employment selection, new employee onboarding, classification, compensation, payroll, benefit administration, immigration, leave, performance management, retention, dismissals, retirement, wellness programs, recordkeeping, and campus HCM functions.

The Role of the Chief Human Resources Officer

The CHRO, under general direction, is responsible for creating and implementing a strategic vision for a wide range of services with an emphasis on service excellence while ensuring operational effectiveness and efficiency. The CHRO plans, develops, and administers the human resources functions and advises and consults on related issues. The CHRO additionally works collaboratively with campus stakeholders and participates in strategic planning, budgeting, and policy/procedure development.



Responsibilities

- › Provide overall leadership and coaching to the HR team responsible for a range of talent management services including recruitment, employment selection, new employee onboarding, classification, compensation, payroll, benefit administration, immigration, leave, performance management, retention, dismissals, retirement, wellness programs, recordkeeping, and campus HCM functions.
- › Develop, review, change (as needed), and execute a strategic vision for the department and provide leadership and guidance in carrying out plans relative to the accomplishment of the campus strategic plan, institutional goals, objectives, and division-wide strategic initiatives. Articulate department mission, objectives, and programs. Provide senior leadership for the department and create and monitor the department's annual budget and related fiscal duties.

- › Lead the HR team in developing and delivering training in functional areas, general management, compliance, and other topics as needed. With regard to employment, lead campus efforts at ensuring market competitiveness and work collaboratively with the Chief Diversity Officer to expand equity and diversity efforts.
- › Oversee payroll functions outsourced to a Texas A&M University System (TAMUS) member.
- › Ensure compliance with applicable legal guidelines, employment agreements; TAMU-CC and TAMUS policies, regulations, rules and procedures. Regularly review department's policies, procedures and practices to ensure they meet the strategic needs of the campus and update procedures and practices as needed. Advise the University senior administration, managers, and employees in matters related to HR.
- › Maintain collaborative partnerships with the Compliance Office, Faculty Senate, Staff Council, and other stakeholders. Serve as the primary campus liaison on HR matters to University administration, governance groups and subcommittees, TAMUS Administration, and other TAMUS members and State of Texas agencies. Serve as ex-officio on Staff Council and as non-voting appointee to the System Employee Benefit Advisory Committee (SEBAC). Serve as called upon from time to time on TAMU-CC and TAMUS committees and task forces when the skills and expertise of the CHRO are considered beneficial.
- › Other Duties: Responsible for preparation and submission of assigned legislative reports. Compile and analyze adhoc reports as needed. Organize and participate in recognition programs, campus festivities, and employment activities to maintain and improve positive employee relations. Engage proactively with the external community to ensure TAMU-CC is recognized as an employer of choice. Maintain relationships with the appropriate external agencies and professional consultants that are engaged with employment functions.
- › Perform other duties as assigned.

Students:

- › Enrollment: 11,000
- › 54 countries
- › 47 states

Employees:

- › 1,400 full-time employees
- › 2,000 part-time employees
- › 380 tenure-track faculty
- › 107 non-tenure-track faculty
- › 17:1 student to faculty ratio

Fun Facts:

- › Only university in the nation located on its own island
- › One of only seven federal test sites for unmanned aircraft systems in the nation
- › Harte Research Institute, leader of the Texas One Gulf Center of Excellence, is dedicated to advancing the long-term sustainable use and conservation of the Gulf of Mexico
- › College of Nursing and Health Sciences has been recognized by the White House

Qualifications

- › Bachelor's degree in Business or related discipline.
- › Ten (10) years of progressively responsible experience in human resources to include three (3) years of management level experience in the human resources function.
- › Extensive knowledge of employment law.
- › Experience with information systems, electronic storage and routing.
- › Demonstrate commitment to service excellence.
- › Excellent written and verbal communications skills.



Preferred Qualifications:

- › Master's degree in Human Resources Management or a related field.
- › Experience managing Human Resource functions in higher education setting
- › PHR/SPHR certification.

About Texas A&M University Corpus Christi

TAMU-CC is a vibrant doctoral granting university and Hispanic-Serving Institution (HSI). With approximately 11,000 students from 47 states and 54 foreign nations and 1,400 full-time and 2,000 part-time employees (including students/GAs). It offers highly talented employees and an array of undergraduate and graduate degrees, including doctoral programs, offered in six colleges: Business, Education and Human Development, Liberal Arts, Nursing and Health Sciences, Science, and Engineering, as well as achieved R2 Doctoral University-High Research Activity classification by the Carnegie Commission of Higher Education.

TAMU-CC is a member of the Texas A&M University System – a network of eleven universities, seven state agencies and a comprehensive health science center. As a member of the Texas A&M University System, the school benefits from a range of centralized resources, increased visibility and political clout, and opportunities to collaborate in mutually beneficial ways with peers across member institutions and associated agencies.

TAMU-CC has a beautiful campus located on a coastal island of 240 acres surrounded by the waters of the Corpus Christi and Oso bays – the only university located on its own island. TAMU-CC was ranked first on Best College Reviews' list of "50 Best Colleges by the Sea." Just



eight miles from downtown Corpus Christi, the natural setting is enhanced by its modern, attractive and state-of-the-art classroom buildings and support facilities.

Dr. Kelly M. Miller is in her 27th year at the Island University having assumed the role of President of Texas A&M University-Corpus Christi in August 2017. She previously served as Provost & Vice President for Academic Affairs, Dean of the College of Liberal Arts, and Director of the School of Arts, Media, & Communication, as well as Chair for the Department of Communication & Theatre and Professor of Communication. Since assuming the role of President, she has assembled a leadership team that is highly collaborative, transparent, pro-active, and innovative.

Ms. Jaclyn Mahlmann is the Vice President for Finance and Administration and is responsible for all business functions within the university including: talent management, information technology, facilities services, procurement, budgeting, and campus safety. Jaclyn is committed continuous improvement, ensuring efficiencies while maintaining Service Excellence. She has served in this role since 2019 and has been in various roles with the Texas A&M University System since 2001 at both Texas A&M University – College Station and Texas A&M University - Qatar.

The City of Corpus Christi

With a population of over 300,000, Corpus Christi, Texas is the largest Texas city south of San Antonio, as well as a coastal city, making TAMU-CC highly attractive to persons from throughout the region and beyond.

Nicknamed “the Sparkling City by the Sea,” Corpus Christi offers popular attractions, outdoor experiences, cultural venues, shopping, fresh, local seafood, and best of all – South Texas Hospitality.



As the world's largest remaining natural barrier island, this spectacular expanse includes 70 miles of uninterrupted national seashore.

Corpus Christi is a great place to live, with a high safety rating and low cost of living. Attracting many families and professionals, the city boasts good schools and strong industries including aerospace, aviation, and manufacturing. Full of many great areas and neighborhoods, living in Corpus Christi will appeal to any lifestyle.

Nomination and Application Process

Salary

Salary will be competitive and commensurate with qualifications and experience.

How to Apply

Greenwood/Asher & Associates, LLC is assisting Texas A&M University-Corpus Christi in this search. Applications and nominations are now being accepted. Confidential inquiries, nominations and application materials should be directed to Greenwood/Asher and Associates. For a full application package please provide a cover letter, CV, and list of five references. Submission of application materials as PDF attachments is strongly encouraged. The search will be conducted with a commitment of confidentiality for candidates until finalists are selected. Initial screening of applications will begin immediately and will continue until an appointment is made.

Please direct inquiries, nominations, and application materials to:

Lauren McCaghren, Senior Executive Search Consultant

laurenmccaghren@greenwoodsearch.com

Texas A&M University-Corpus Christi is committed to providing an educational and work environment that is conducive to the personal and professional development of each individual student and employee. It is our firm commitment to ensure that equal employment opportunity, equal treatment, and equal access to programs and activities will be provided to Texas A&M University-Corpus Christi's students, employees, prospective employees, and the public. To achieve this goal, discrimination based on a person's race, color, religion, age, sex, sexual orientation, gender identity, national origin, disability, veteran status or genetic information is strictly prohibited as defined by federal law and state statute. These protections extend to employment and admissions decisions.

The material presented in this leadership profile should be relied on for informational purposes only. This material has been copied, compiled, or quoted in part from the Texas A&M University-Corpus Christi documents and personal interviews and is believed to be reliable. While every effort has been made to ensure the accuracy of this information, the original source documents and factual situations govern.