



Human Resources Director City of San Marcos, TX



The Community



San Marcos is a thriving, rapidly growing Texas community located on Interstate 35, named recently by *Business Week Magazine* as one of the “Top 10 Places to Raise Kids” in the U.S. The City occupies a strategic location in the heart of the Austin/San Antonio corridor, considered one of the top metropolitan economies in the nation. San Marcos, population 53,913, is home to Texas State University with an enrollment of more than 32,000 students. The University offers bachelors, masters and doctoral degree programs in a wide variety of fields. The natural Hill Country beauty of San Marcos, spring-fed river, popular outlet malls, and historic downtown make San Marcos one of the top ten destinations in Texas.

The headwaters of the San Marcos River flow from the Edwards Aquifer, a high quality underground water source for much of South Central Texas. The exceptionally clear, cool river meanders through San Marcos past community parks and attracts thousands of residents and visitors to its banks year round. The springs and river provide habitat for eight threatened or endangered aquatic species. Known as the gateway to the Texas Hill Country, San Marcos lies at the juncture of the Hill Country with its scenic canyons and hills and the Blackland Prairie of Texas, a rich and fertile region stretching toward the gulf coast plains.

The City has nearly 1,200 acres of well-maintained public parks that form greenbelts throughout the City. A City-owned recreation center and major athletic complexes provide top-notch recreational outlets. Golfers enjoy the 9-hole course at the university-owned Aquarena Springs and the 18-hole Quail Creek Country Club course.

Tourism, retail, education and light manufacturing provide the economic foundation for the San Marcos economy. The downtown historic district features an attractive Courthouse Square of restored Nineteenth Century buildings. Seven residential historic districts provide a window to the past. The Prime and Tanger Outlet malls on Interstate 35 offer more than a million square feet of retail shopping. These popular malls attract millions of people from across the Southwestern United States and Mexico and is a popular tourist attraction in Texas—and first among Texans! The spring fed headwaters of the San Marcos River are a popular tourist destination, along with the limestone cave that lures tourists to Wonder World.

San Marcos is a demographically diverse community with celebrations throughout the year that recognize the community’s multi-cultural traditions. As the region grows, San Marcos continues to preserve its unique identity as the Austin-San Antonio metroplex continue to merge together. San Marcos’ location provides its residents with a pleasant climate and “small town” atmosphere with ready access to all the shopping, cultural and recreational offerings of Austin and San Antonio to supplement the local amenities.

Student academic performance is the number one priority in the San Marcos Consolidated Independent School District. The district serves just over 7,400 students on ten campuses. San Marcos CISD is accredited by the Texas Education Agency (TEA) and many of the campuses have earned “Exemplary” and “Recognized” status from TEA. SMCISD recently completed a \$120 million facilities improvement project which includes a nationally acclaimed high school, new campuses and renovated facilities. In addition, the San Marcos City limits include Blanco Vista Elementary school, a part of the thriving Hays CISD with an enrollment of 13,820 students, and 19 campuses.





Higher educational opportunities include Texas State University, the fifth largest university in Texas, and a San Marcos Campus of Austin Community College. Within commuting distance are Texas Lutheran University (Seguin); Austin Community College, University of Texas at Austin and St. Edwards University (Austin); and University of Texas at San Antonio, Trinity University and St. Mary's University (San Antonio).

San Marcos offers a wide variety of residential housing options, with an average home sales price of \$177,758. The cost of living in the San Marcos area compares favorably with other areas of the state. San

Marcos will provide its next Director of Human Resources an excellent environment to live, grow, and thrive.

The City Government

San Marcos was incorporated in 1877 and became a Home Rule City with a voter-adopted charter in 1967. The City Council is comprised of seven members elected at-large. The Mayor serves a two-year term and six Council members serve three-year staggered terms. The City of San Marcos operates under a council/manager form of government. Among other duties, the City Council appoints the City Clerk, the City Attorney, the Municipal Court Judge and the City Manager, who directs the day-to-day operations of the City and appoints all City employees and departmental directors. The City currently has 550 funded positions representing 475.81 full-time equivalents. The City has adopted Civil Service for firefighters and police officers who are covered under the Texas Local Government Code Chapter 143.



Vision and Goals

The City Council has embarked on a mission to develop a strong and forward thinking vision for the City of San Marcos. The city has developed a series of themes that will help City Council lead administration in a direction that the community and its leaders feel will be most beneficial.

Future Goals:

- Sound Finances
- Customer Friendly
- "Big Picture" Infrastructure
- San Marcos River
- Community Wellness



The City of San Marcos is a full service municipal organization that operates under a comprehensive master plan, with a 10-year capital improvement program. The City's \$146 million budget provides funding for general governmental services, water and wastewater treatment, electric distribution, and a general aviation airport.

The Position:

The Director of Human Resources will report to the designated Assistant City Manager and serve as a principal advisor to the City Manager concerning strategies, policies and programs that will make a positive and productive impact on the City's workforce. The Director is responsible for the management of a staff of 8 budgeted positions and an annual budget of just under a million dollars. Principal departmental functions include recruitment, compensation and benefits; management of a self-funded health plan; position classification; performance evaluations; discipline processing; employee relations; risk management; and Civil Service programs.



The Candidate:

Management Style:

- Effectively communicates with all levels of the organization. Excellent oral, written, presentation and listening skills are essential
- Ability to professionally manage conflict resolution with the ability to achieve positive resolutions
- Approachable, friendly and participatory management style that is open and respectful to diverse points of view
- Proactive leader with the ability to anticipate problems, identify alternative courses of action and provide recommendations
- Personal and professional integrity and ethical standards of conduct of the highest order
- Meets the goals of City Council

Education and Experience:

Bachelor's degree from an accredited college or university in human resources management, public or business administration or related field. A Master's degree is preferred.

Seven years progressively responsible experience in several functional areas of personnel, including compensation, benefits, risk management, civil service, employment and employee relations. Requires thorough knowledge of state and federal laws and regulations and/or other HR issues. Prefer experience in municipal government. Requires Valid Texas driver's license with an acceptable driving record. A commensurate combination of education and experience may be considered.

Certificates and Licenses:

Certifications such as an IPMA-CP/CS or an SPHR/PHR certification will be viewed favorably.



Compensation:

The salary range for this position is \$96,000 to \$112,000 commensurate with qualifications and experience of the selected candidate. In addition, the City of San Marcos offers a great benefits package which includes paid vacation and sick leave, paid holidays, employer paid medical, dental, life insurance and retirement benefits through the Texas Municipal Retirement System.

Tuition reimbursement and optional enrollment in dependant medical/dental coverage, supplemental life, and long term disability insurance and deferred compensation are offered as well.

How to Apply:

Interested applicants should forward a cover letter and resume to:

resumes@affionpublic.com

Reference: SMHRD

Affion Public
20 North 2nd Street, Suite 200
Harrisburg, PA 17101
888.321.4922
Fax: 717-214-2205
www.affionpublic.com

