

C A R E E R O P P O R T U N I T Y



Director of Human Resources

COUNTY OF BOULDER, COLORADO

ANNUAL SALARY: \$175,000–\$225,000 DOE/DOQ

BOULDER COUNTY, COLORADO IS SEEKING AN INNOVATIVE, COLLABORATIVE, and equity-driven leader to serve as its next Director of Human Resources. Leading a high-performing HR team, the Director contributes to a progressive, nationally recognized organization rooted in values of inclusion, engagement, service and innovation. Managing a \$36.7 million budget, three direct reports and 30 indirect staff, the Director provides guidance and operational leadership for all HR functions. They drive key initiatives including a family-friendly workplace culture focused on employee wellbeing, navigating newly recognized unions and collective bargaining agreements, enhancing HR systems and operations, and strengthening workforce and leadership capacity in a dynamic environment. This is an exceptional opportunity for a collaborative HR professional with strong emotional intelligence, resilience, and a high degree of racial consciousness to advance Boulder County's progressive values and support its diverse, dedicated workforce. ***Apply today if you want to be a part of an innovative, culture focused organization, while advancing human resources, organizational development, and workforce equity!***



The Community

LOCATED AT THE BASE OF THE MAJESTIC ROCKY MOUNTAINS, Boulder County, Colorado, is one of the nation's most beautiful and vibrant regions, blending natural splendor, progressive culture, and economic vitality. Home to more than 325,000 residents across 740 square miles, the region is known for its unparalleled outdoor recreation, with hundreds of miles of trails, renowned rock-climbing areas, and close proximity to world-class skiing. Residents and visitors alike enjoy award-winning music, theatre, and dining, and an abundance of family-friendly activities year-round. Boulder County offers a high quality of life, with a strong sense of community, and a steadfast commitment to environmental sustainability and wellness. Located just 30 miles northwest of Denver, with easy access to Denver International Airport, the region enjoys both the tranquility of nature and the convenience of nearby metropolitan areas. Anchored by top industries such as technology, education, health care, aerospace, and natural products, Boulder County also is home to the University of Colorado and a thriving entrepreneurial ecosystem. With its breathtaking landscapes, rich cultural life, and dynamic economy, Boulder County is a wonderful place to live, work, and explore.

The County

BOULDER COUNTY IS GOVERNED BY A THREE-MEMBER BOARD OF COUNTY COMMISSIONERS elected at-large, with a County Administrator appointed by the Board. The County provides a full range of services across 20+ departments, with approximately 2,500 staff and a FY2025 budget of \$708 million. The County also has two bargaining units and numerous advisory boards and commissions providing guidance on priorities ranging from community corrections to parks and open space.

[LEARN MORE ABOUT THE COUNTY](#)

[READ THE COUNTY'S VISION, VALUES, & PRIORITIES](#)





The Department

THE HUMAN RESOURCES DEPARTMENT is dedicated to supporting the County's vision by fostering a collaborative, inclusive, and racially equitable workplace. The Department provides service excellence across all facets of human resources, including employee and labor relations, benefits administration, classification and compensation, talent acquisition, employee learning and development, HRIS and payroll. Known for its innovative, family-friendly policies and nationally recognized wellness initiatives, the Department plays a critical role in advancing the County's Racial Equity Action Plan and ensuring that employees have the resources, support, and opportunities they need to thrive. The Department serves as a trusted partner to County leadership, elected officials, and employees, promoting a department culture grounded in partnership, integrity, continuous improvement—and fun.

[LEARN MORE ABOUT THE DEPARTMENT](#)

[VIEW THE HUMAN RESOURCES STRATEGIC
AND RACIAL EQUITY PLAN](#)



The Job

THE DIRECTOR OF HUMAN RESOURCES provides guidance and operational leadership for all HR functions, serving as a trusted advisor to elected officials, department heads, and employees. With a staff of 30 and a department budget of \$36.7 million, the Director is responsible for a broad portfolio, including benefits, classification and compensation, collective bargaining, employee and labor relations, investigations, payroll, onboarding, talent acquisition, learning and development, HRIS, and wellness programs. This role partners with elected officials and department heads to implement the County's Racial Equity Action Plan, focusing on workforce and procurement equity, and serves as the County's Equal Opportunity Officer. They ensure compliance with employment laws and personnel policies, and support department heads and division managers on complex personnel matters, including reductions in force. The Director will build trust-based relationships with internal and external partners, including unions and advisory boards to effectively navigate competing priorities and uncertain public revenue streams.

The Ideal Candidate

THE IDEAL CANDIDATE IS A RACIALLY CONSCIOUS PUBLIC-SECTOR human resources leader with experience in employee and labor relations, employment law compliance, collective bargaining, and classification, compensation and benefits. They are also proficient with HRIS and other operational systems, and demonstrate fiscal acumen in aligning HR initiatives with organizational budget priorities. They will have the ability to champion process improvement and plan for long-term organizational needs. This leader embodies emotional intelligence, and approachability, building trust and fostering collaboration with transparency and confidence. They navigate complex personnel challenges with resilience and tact, engaging in difficult conversations constructively while maintaining accountability and supporting a cohesive, high-performing HR team. With a demonstrated personal and professional commitment to equity-driven work, the ideal candidate brings humility, authenticity, and cultural competence to advance an inclusive organizational culture. Balancing strategic vision with a hands-on, service-oriented approach, this leader brings the adaptability, decisiveness, and collaborative spirit needed to guide the County through a dynamic period of growth and change.

All executive leaders in the County are expected to possess the following attributes, known as cultural capital, that are used by Courageous Conversation About Race Practitioners:

Aspirational Capital: The ability to maintain hopes and dreams for the future, even in the face of real and perceived barriers.

Linguistic Capital: Includes the intellectual and social skills attained through communication experiences in more than one language and/or style.

Familial Capital: Refers to an understanding of community history and context and cultural practices and traditions.

Social Capital: Can be understood as networks of people and community resources. These peer and other social contacts can provide both instrumental and emotional support to navigate through society's institutions.

The ideal candidate will also demonstrate the following...

Talent Development: Builds and empowers a high-performing HR team by mentoring, fostering growth, and strengthening organizational capacity.

Delegation: Entrusts responsibilities to team members, fostering autonomy and accountability while maintaining oversight of outcomes.

Problem-Solving & Decision-Making: Listens to multiple perspectives to identify issues needing resolution, identifies options and unintended consequences, and makes data-driven decisions.

Customer Orientation & Political Acumen: Balances the needs of many with skillful navigation of organizational dynamics and priorities.

Diplomacy & Relationship Building: Cultivates trust and collaboration across diverse groups through respectful, transparent communication.

MINIMUM QUALIFICATIONS

Any combination equivalent to training and experience that could likely provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Education: Bachelor's degree in human resources or related field.

Experience: Eight (8) years of increasingly responsible professional human resources experience, including three years in a supervisory capacity.

Residency Requirement: The selected candidate must establish Colorado residency by their first day of employment and maintain residence within the Boulder County region for the duration of their employment.

Special Requirement: This position is designated as an emergency response worker and requires the incumbent to be available outside of regular business hours, including evenings, weekends, and holidays, as operational and emergency needs arise.

DESIRED

Professional certification in the human resources field is preferred.

UPCOMING PROJECTS & OPPORTUNITIES

EMPLOYEE ENGAGEMENT. Lead the county's response to findings in the soon-to-be administered 2025 employee engagement survey to maintain and build morale during a time of dynamic changes.

RACIAL EQUITY ACTION PLAN. Co-lead the implementation and advancement of the workforce equity section of the plan, while fostering an inclusive, anti-racist organizational culture in alignment with County policy to strengthen internal confidence in HR's racial equity leadership.

UNIONS AND COLLECTIVE BARGAINING AGREEMENTS. Navigate relationships with two newly recognized unions, ensuring fair, consistent, and collaborative negotiation, implementation, and management of collective bargaining agreements.

BUDGET CONSTRAINTS. Support county leadership in navigating a time of fiscal constraints and uncertain government revenues, ensuring sufficient HR department capacity to support reductions in force while providing guidance on compensation, benefits and other highly impactful employee needs.

ENHANCE HR SYSTEMS, AI STRATEGY/ POLICY, AND DATA REPORTING.

- Optimize HRIS, payroll, and reporting systems to improve operational efficiency, transparency, and decision-making.
- Evaluate and consolidate redundant HR technologies to ensure streamlined operations and reduce inefficiencies.

Salary & Benefits

This position will receive an annual salary of **\$175,000–\$225,000 DOE/DOQ**.

Boulder County is deeply committed to the wellbeing of its employees, offering an exceptional benefits package and cultivating a collaborative, inclusive, and family-friendly work environment. The following highlights just a few of the robust benefits offered to Boulder County employees. **Additional information may be viewed here.**

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LINK

Flexible & Hybrid Work Schedule:

This position requires on-site presence for on-boarding activities, after which employees may utilize the County's flexible hybrid and remote work options, as business needs allow.

Retirement: In addition to participating in Social Security, Boulder County is a member of the Public Employees' Retirement Association (PERA). **Click here for more retirement details.**

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Medical, Dental, & Vision Plans

Relocation Assistance: Negotiable and subject to a case-by-case basis.

Pay: Boulder County pays 1x per month

on the last day of the month. For 2025, the monthly employee payroll deduction for PERA is 9%, in addition to a 7.65% Social Security deduction.

Short- And Long-Term Life, And Ad&D Insurance

Sick Leave: 8 hours each month.

Vacation: 80 hours to start.

Holidays: 12 days per year.

Other: Family Forming and Family Friendly benefits, Flexible Spending Accounts, Health Savings Accounts, and Employee Assistance Program.

Boulder
County

HOW TO APPLY

For first consideration, apply by **SEPTEMBER 4** at:

WBCP JOB BOARD

SAVE THE DATE. Round one interviews will be held virtually on **OCTOBER 6**. Finalists will move forward to round two in-person interviews on **OCTOBER 20**. *Please be advised that under Colorado law, names and qualifications of finalist candidates must be made public upon request.*

QUESTIONS? Please contact your recruiters, **Wendi Brown** or **Levi Kuhlman**, with any inquiries:

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levi@wbcpinc.com | **wendi@wbcpinc.com**

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