WESTERN RIVERSIDE
COUNCIL OF GOVERNMENTS

MANAGEMENT OPPORTUNITY

NOW HIRING

Human Resources Manager

Lead the people side of a small-but-mighty regional agency, with a real seat at the leadership table.





SALARY

$119,475 – $164,736

WRCOG has budgeted **$150,000 or more** for this position; highly qualified candidates can anticipate placement toward the upper end of the salary range.

APPLY BY

December 4, 2026

11:59 p.m. Pacific Time

Apply online governmentjobs.com/careers/wrcog

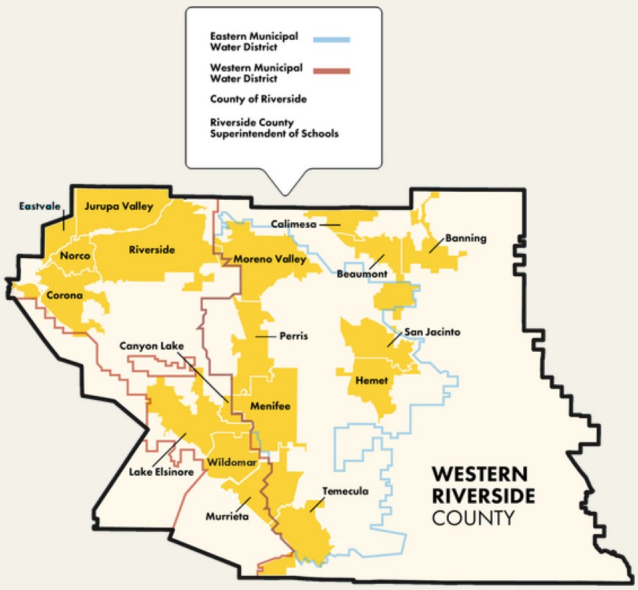
The Agency

Established in 1991, the Western Riverside Council of Governments (WRCOG) is a Joint Powers Authority serving a Southern California region of more than 2 million people. Its members are a county, 18 cities, 2 water agencies, and a county superintendent of schools in one of the fastest growing regions in the United States. WRCOG convenes stakeholders and subject-matter experts, conducts studies, and addresses issues of mutual concern that are unique to the region.

The agency stands apart for the breadth of its work, from the Transportation Uniform Mitigation Fee (TUMF) program and regional planning to energy programs such as the Inland Regional Energy Network (I-REN) and PACE, environmental programs, and workforce development. WRCOG also administers the Riverside County Habitat Conservation Agency.

A new home for the region. The Agency recently moved into its new headquarters location at 1955 Chicago Avenue, Suite 200, Riverside, conveniently located to support our member agencies.

Our Region



WRCOG at a Glance

22	member agencies, incl. 18 cities
41	full-time employees (FTEs)
2M+	residents across the subregion
$26.4M	FY 2026/27 budget*
$1.15B+	TUMF funding delivered to members
$395M+	C-PACE projects financed
117	Public Service Fellows trained

Our Core Values

Integrity · Transparency · Collaboration · Innovation · Diversity · Accountability · Sustainability · Inclusion

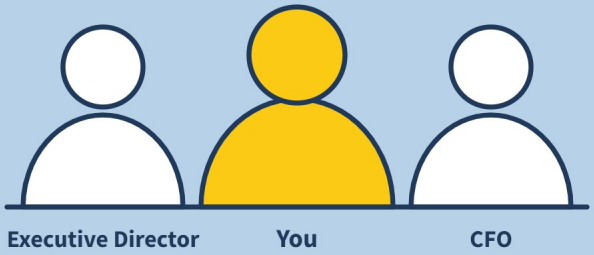
*Excludes TUMF project revenue. Source: WRCOG 2026–27 Annual Report.

The Opportunity

As WRCOG's Human Resources Manager, you'll lead the HR function within the Administrative Services Department, reporting directly to the Executive Director and supervising one Analyst. You'll oversee every aspect of the agency's human resources program, from recruitment to retirement, staying hands-on in the day-to-day work while serving as a trusted advisor to agency leadership.

A literal seat at the leadership table

The HR Manager's office sits right between the Executive Director's and the Chief Financial Officer's — and that's no accident. You'll have direct access to agency leadership and a hands-on role in the decisions that shape WRCOG.



What You'll Oversee

- Recruitment & Selection
- Classification & Compensation
- Benefits Administration
- Leaves of Absence
- Employee Relations & Investigations
- Performance Management
- Risk Management & Workers' Comp
- Training & Development
- Policy & Legal Compliance
- HRIS & Employee Records

Why Now

01
Help finish and implement a classification and compensation study

02
Continue an agency-wide policies and procedures update

03
Celebrate the grand opening of our newly remodeled offices

Why You'll Love Working at WRCOG

We're not your typical public agency; we are dynamic and operate distinctively. We're small but mighty, running some of the region's largest and most complex programs in transportation, energy, workforce education, and more. We celebrate our successes often and are committed to supporting your professional development, all while staying true to our mission.

Our employees agree. See for yourself: watch our Why Work at WRCOG video.

The Ideal Candidate

We're looking for a seasoned HR professional with management experience to guide WRCOG's HR function through an ever-changing landscape. You're a true generalist who can comfortably wear all the HR "hats" — well-versed in core HR competencies, yet creative about what HR can look like at a small agency. You embrace technology as a tool that enhances HR, not one that replaces the human touch.

Extensive public-sector experience is strongly preferred, along with experience working with and presenting to elected officials, boards, and committees, since the HR Manager regularly provides HR and administrative updates to WRCOG's Executive Committee. Most importantly, you fit WRCOG's culture: passionate, hardworking, and ready to roll up your sleeves to get the job done.

Key Skills

- **Employment Law & Compliance.** Applies federal, state, and CalPERS requirements accurately and consistently.
- **Total Rewards.** Manages classification, compensation, and benefits with sound analysis.
- **Communication & Advising.** Presents clear recommendations to leadership, boards, and committees.
- **Employee Relations & Investigations.** Handles complaints and discipline fairly, thoroughly, and with discretion.
- **Personnel Management.** Leads, develops, and retains a capable HR team.
- **Organizational Management & Prioritization.** Keeps recruitments, enrollments, and projects on time.

Key Behaviors

- **Own the Outcome.** Takes responsibility for results and follows through.
- **Seek and Apply Feedback.** Invites input and acts on what is learned.
- **Drive Innovation and Improvement.** Finds better ways to serve member agencies.
- **Communicate Clearly.** Shares information openly, accurately, and on time.
- **Collaborate and Build Partnerships.** Works across departments and agencies.
- **Exercise Sound Judgment.** Makes ethical, well-informed decisions.

Education & Experience

EDUCATION

Bachelor's degree in human resource management, risk management, public administration, business administration, or a related field.

EXPERIENCE

Five (5) years of increasingly responsible public-agency HR experience, including two (2) years in a supervisory or lead capacity.

HIGHLY DESIRABLE

A professional HR certification (SHRM, HRCI, or IPMA-HR/PSHRA) and experience with NEOGOV, Tyler ERP, and CalPERS.

Compensation & Benefits

ANNUAL SALARY

$119,475 – $164,736

Depending on qualifications and experience

WRCOG has budgeted $150,000 or more for this position; highly qualified candidates can anticipate placement toward the upper end of the salary range.

SCHEDULE

9/80

Every other Friday off · FLSA Exempt

A highly competitive benefits package, including:

- PTO starting at 184.08 hours a year, up to 304.20 hours
- 13 paid holidays
- Up to $2,022.56 toward medical premiums (2027 rate)
- 3% time and tenure benefit after three years
- 40 hours of management leave per year
- 100% employer-paid dental and vision
- CalPERS retirement (based on Classic/PEPRA eligibility)

Full benefits list: **wrcog.us/get-involved/careers**

How to Apply

Apply online only at **governmentjobs.com/careers/wrcog** with a completed application, current resume, and cover letter.

OPENS	CLOSES	INTERVIEWS	START DATE
Fri., Nov. 6, 2026	**Fri., Dec. 4, 2026, 11:59 p.m. PT**	**A minimum of two**	**On or around Jan. 25, 2027**

Human Resources will screen all applications for minimum qualifications, and a panel will review and rank all eligible candidates. Candidates should expect a minimum of two interviews.

Re-opened recruitment. This recruitment has been re-opened to broaden the candidate pool. Applicants from the previous recruitment who were placed on the eligibility list will remain under consideration and do not need to reapply.

WRCOG is an equal-opportunity employer.