



CHIEF ANIMAL SERVICES OFFICER

City of Kyle, TX



About Kyle, TX

Kyle, Texas, one of the fastest-growing cities in the United States, is poised to become the largest city in Hays County in the coming years and is currently ranked as the second fastest-growing city with a population of over 50,000 in the nation. With over 62,500 residents, Kyle's rapid development and its location in the heart of the Texas Innovation Corridor make it an ideal place to live, work, and play.

Kyle's growth is powered by diverse industries, from high-tech manufacturing to professional services and recreation. The city is undergoing significant infrastructure improvements, including the expansion of its parks and green spaces and implementation of the \$294 million Road Bond passed in 2022 to decrease congestion and improve overall safety and mobility in Kyle.

Residents and visitors alike enjoy the balance between modern amenities and access to nature. Kyle boasts a variety of city parks and recreational spaces, perfect for outdoor activities such as hiking, biking, and picnicking. Whether you're exploring Lake Kyle or enjoying a day at Heroes Memorial Park, there's something for everyone. With the Texas Hill Country nearby, activities like river tubing, camping, and fishing are just a short drive away, making Kyle a wonderful place for families and outdoor enthusiasts. Despite its rapid expansion, Kyle remains true to its core principles—dedication, integrity, and creativity—ensuring that as the city grows, it maintains a strong sense of community. The city's forward-thinking approach and commitment to enhancing quality of life create an environment where both businesses and residents can thrive. With its own unique blend of charm and the convenience of being just minutes from Austin, Kyle offers the perfect place to enjoy life.

City Government

Incorporated in 1928, Kyle is governed by a council-manager form of government. The City Council consists of three members elected by district, along with three Council Members and the Mayor who are elected at-large. Each member of the Council is elected to three-year terms, limited to three terms. The City Council appoints the City Manager, City Attorney, and Municipal Court Judge. The City Manager, along with one Assistant City Manager, and a Deputy City Manager, provides overall leadership of the City's 470 FTE employees and \$603 million all-funds budget. There are 14 City departments, with the Animal Services Department being brand new to the city.





Team Kyle Organizational Culture

The City of Kyle culture defines how their employees interact with one another and the public. The City of Kyle has taken specific actions to define its organizational culture with essential core values. The city reviews its values to ensure they represent the strategic alignment of its operations and expectations; and, in September of 2025 updated and adopted the following: Visionary Leadership, Integrity, Accountability, Transparency, and Teamwork.

The Position

The Chief Animal Services Officer will be responsible for overseeing the delivery of comprehensive animal services for Kyle, Buda, and a portion of the Hays County community. Reporting to the Assistant City Manager, this executive-level position provides overall leadership and direction for animal shelter operations, animal control services, and regional service coordination while ensuring programs align with City priorities, community expectations, and evolving industry standards.

The Chief Animal Services Officer will lead the development, implementation, and continuous improvement of policies, programs, and operational systems that promote accountability, efficiency, and high standards of animal care and public service. Responsibilities include strategic planning, budget development and fiscal oversight, performance measurement, data analysis, and organizational leadership across a growing department. The position will play a key role in shaping service delivery through data-driven decision-making, transparent reporting, and strong collaboration with City leadership, elected officials, partner agencies, and community stakeholders.

A major priority for this role will be guiding the operational planning and launch of the City's new animal services facility, ensuring the design, staffing model, and operational framework support long-term sustainability and high-quality service outcomes. The Chief Animal Services Officer will help build the department's organizational structure, establish foundational workflows and performance systems, and position the program for successful regional service delivery from day one.

This position serves as a member of the City's executive leadership team and will play a visible role in community engagement, policy development, and intergovernmental coordination, helping shape the future of animal services through innovation, partnership, and responsive public service: [Chief Animal Services Officer - Job Description](#).



Education and Experience

Qualified candidates will have a bachelor's degree from an accredited college or university with major coursework in Public Health, Business Administration, Public Policy or related field, plus five (5) years of progressively responsible management including fiscal management experience, and at least two (2) years' experience in a managerial capacity. A Master's degree may substitute for experience up to a maximum of two (2) years. A valid Texas Driver's License with an insurable driving record is required.

The Ideal Candidate

The ideal candidate will be a forward-thinking and operationally strong leader who combines strategic vision with the ability to build programs, teams, and systems from the ground up. This individual will be comfortable operating at both a high-level policy and leadership perspective while remaining attentive to the operational realities of animal sheltering, field services, and regional service delivery.

The successful candidate will bring a collaborative and solutions-oriented leadership style, with the ability to foster a positive organizational culture, support employee development, and promote accountability through clear expectations and measurable outcomes. They should be skilled at balancing compassion for animal welfare with sound operational management, fiscal responsibility, and regulatory compliance.

The ideal candidate will be a strong communicator and relationship builder who can work effectively with elected officials, partner jurisdictions, nonprofit organizations, and community stakeholders. They will need to demonstrate political awareness, sound judgment, and the ability to navigate complex public environments while maintaining transparency and trust. A strong emphasis on data-driven management, continuous improvement, and innovative program development will be essential, particularly as the City launches a new facility and expands regional partnerships.

Above all, the next Chief Animal Services Officer will be a thoughtful and steady leader who embraces collaboration, values community engagement, and is motivated by the opportunity to shape a modern, responsive animal services program that supports both public safety and humane outcomes.

Salary

The City of Kyle is offering a competitive salary between \$145,000 - \$175,000 based on experience and a comprehensive benefits package. Relocation assistance will also be available for the successful out-of-area candidate.

How to Apply

Applicants should forward a cover letter and resume to:

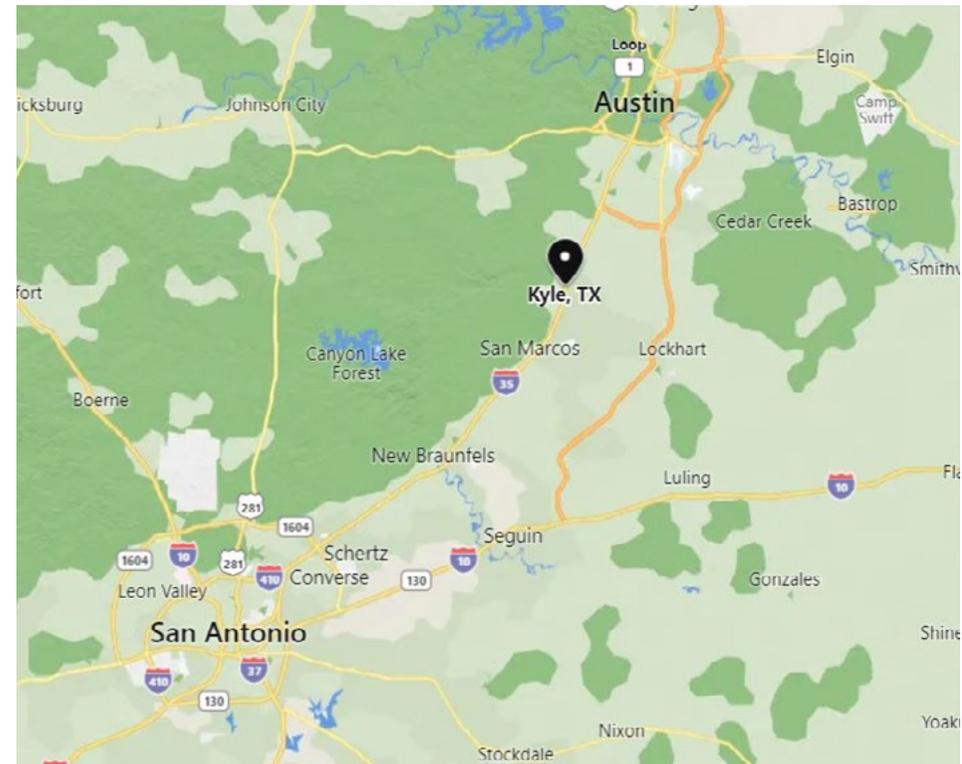
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