

## JOB OPPORTUNITY

JOB TITLE: FULL-TIME DIRECTOR OF HUMAN RESOURCES

JOB REF NO: 18-2017

DEPT: HUMAN RESOURCES

SITE: CORPORATE

UNION / NON: NON-UNION MANAGEMENT

### QUALIFICATIONS:

- University degree in Human Resources management and/or Industrial Relations; or equivalent education and experience acceptable to the employer
- CHRP designation required, CHRL preferred
- Minimum five years of progressively responsible experience in a unionized environment (including negotiations, LOU, dispute resolution...) with a minimum of three in a management capacity;
- Experience in the major sub-functions within human resources including talent management planning, recruitment and selection, compensation and benefits, training and development, health and safety, performance, attendance, and employee/ labour relations.
- Experience working in a healthcare or health related environment preferred;
- Thorough knowledge of the employment legislation and regulations, legal principles and principles of common law applicable to the province of Ontario;
- Working knowledge of HRIS systems/database, computer literacy in office software products
- Ability to communicate in a clear and compelling manner;
- Demonstrates sensitivity, objectivity, confidentiality, good judgment and professionalism when handling all personnel-related issues
- Excellent organizational, problem solving, negotiation, and decision-making skills;
- Dependable, competent and continued ability to carry out responsibilities;
- Must be physically capable of performing the essential duties of the position.

### RESPONSIBILITIES:

The Director of Human Resources is accountable for the development, implementation and administration of all human resources services for the organization. Directs all functions, processes and activities related to Human Resources including talent management planning, recruitment and selection, compensation and benefits, training and development, health and safety, performance, attendance and employee / labour relations ensuring compliance with legislative acts and regulations, collective agreements, corporate policies and achievement of strategic goals and objectives. Provides HR expertise and guidance to senior management and department heads throughout the organization.

Interested and qualified candidates are invited to submit their resume and Employment Application form by using one of the following options:

1. Email to: [Human.Resources@rhcf.on.ca](mailto:Human.Resources@rhcf.on.ca)
2. Fax to: 807-274-2898 Attention: Human Resources
3. Mail or hand deliver to: Human Resources, 110 Victoria Avenue, Fort Frances, ON P9A 2B7

Resumes accepted for consideration on our advertised positions must quote the job reference number along with the job title. We wish to thank all applicants, however, only those invited for an interview will be contacted directly.