



CAREER OPPORTUNITY

HUMAN RESOURCES MANAGER - TEMPORARY

Community Services for Independence North West (CSINW) is recognized as a leading community support service provider, serving persons with disabilities and seniors in Thunder Bay and NW Ontario since 1975.

If you are a solutions-focused leader with expertise in creating positive working environments, an undeniable curiosity, and a desire to help employees develop, excel and thrive, CSINW has a dynamic opportunity for you as HR Manager.

Under the direct supervision of the CEO, it is the responsibility of the Human Resources Manager to lead the development of fair and equitable policies and practises that promote a positive work environment where employees feel valued for their contributions.

All functions of this position will be done in conjunction to the organizations mandate:

"To provide quality services, which empower all persons with physical disabilities, to live safely and independently in the community."

Our organization is committed to attaining consumers' ideals by developing and fostering:

- Strong values and practices
- Enrichment opportunities and innovative options in response to consumer's goals
- Harmonious working relationships with respect for consumer's individuality

PRIMARY DUTIES

As HR Manager, you will:

- Ensure a positive climate and culture within all locations.
- In collaboration with the Management team, evaluate and assess the experience and skill sets of all staff and identify training needs.
- Work with the Management and Coordinator team to ensure recruitment needs are being met.
- Connect and build relationships with educational institutions for practicum, recruitment and speaking opportunities.
- Work across both business streams to integrate appropriate HR Solutions and share resources that create better growth and career path opportunities for our employees.
- Consult with the Management and Coordinator teams with respect to business and employee needs in each location.
- Provide guidance and coaching with respect to HR practices and legislation.
- Participate in union negotiations for the collective agreement and provide guidance with grievance resolutions.
- Analyze turnover in critical roles for trends and provide recommendations and solutions.
- Work with Management and Coordinating teams to ensure employee engagement is successfully measured annually and action plans are produced and implemented to address areas of concern.
- Work closely with the organization in planning, delivery and execution of their objectives, and ensure effective implementation of company-wide HR initiatives.
- Collaborate with external stakeholders through relationships and committee work with fund providers, government, educational institutions and other third parties.
- Ensure all aspects of government funding for training and development are investigated and accessed.

QUALIFICATIONS

To take on the role of HR Manager, you must;

- Bring a minimum of 3 – 5 years' HR and business leadership experience
- Have demonstrated experience supporting operations of approximately 200 employees
- Be able to think strategically with a strong sense of urgency while managing time and priorities
- Possess excellent leadership qualities and interpersonal skills
- Be able to remain goal oriented and people oriented
- Have a strong understanding of labour law and collective bargaining

EDUCATION/EXPERIENCE

- Graduation with a degree from a recognized post-secondary institution with acceptable specialization in human resources management, labour or industrial relations, psychology, public or business administration, organizational development, education sciences, social sciences, sociology, or in any other field relevant to the work to be performed;
OR
- Certification as Chartered Professionals in Human Resources;
OR
- Graduation with a degree from a recognized post-secondary institution with acceptable experience in human resources.

We offer attractive working conditions and a competitive salary with some benefits.

APPLICATION PROCESS

CLOSING DATE: April 16, 2021

Please submit a cover letter and resume to the: Hiring Committee, Community Services for Independence North West, Thunder Bay, 1201 Jasper Drive, Thunder Bay, ON P7B 6R2

The CSINW is committed to creating a diverse and inclusive environment and welcomes applications from all qualified individuals including women, members of visible minorities, aboriginal persons and persons with disabilities. Reasonable accommodations during the recruitment process will be provided in accordance with the Ontario Human Rights Code. Applicants may make accommodation requests when contacted for an interview. We thank all applicants; however only those considered for an interview will be contacted.