



Human Resources Manager

Application Deadline: 4:00 pm Monday, October 5, 2020

Reporting to the Chief Administrative Officer, the Human Resources Manager will have the responsibility for the overall management and direction of the District's human resource function in accordance with the policy direction of Council, legislative requirements and collective agreements. The successful candidate will provide professional expertise in a wide range of human resource and labour relations strategies, programs and services to all the District's departments including business areas such as recruitment, employee retention and recognition, compensation, benefits administration, job evaluation, training and development and organizational/workplace wellness. This position is the District's lead on occupational health and safety in providing administration and the maintenance of an organization wide program.

Additionally, the successful candidate will provide consultative advice on employee and labour relations issues, grievance investigation and arbitration matters and will play a key role in coordinating the preparation of contract proposals for collective bargaining, participate as a member of the contract negotiation teams and interpreting the C.U.P.E. collective agreements.

Located in the scenic Northern Rocky Mountain Trench 185 km north of Prince George, Mackenzie offers superb four-season outdoor recreation opportunities and an exceptional quality of life. Housing costs are among the most affordable in the province. Residents are involved in community life with numerous service organizations, community clubs and groups, catering to a variety of interests. The local Recreation Centre, with arena, swimming pool, fitness centre, community hall and library is viewed as the hub of the community. All these amenities with the safety afforded by small town living makes Mackenzie ideal for young working families.

To qualify for this position, you have a minimum of a Bachelor's Degree in Human Resources Management, Business Management or a related discipline, or an equivalent combination of education, training and considerable experience in a senior human resources role in a unionized environment, preferably in the public sector. A CPHR designation would be an asset. You must come with extensive and proven experience in all facets of human resource management including delivering on corporate projects and varied work environments, leading change and demonstrating political and organizational awareness in providing innovative solution-focused services. If you are a self-directed, creative professional who works well in a challenging, fast paced environment, this position may be for you.

The District of Mackenzie offers a competitive salary, a comprehensive benefits package and the opportunity to work with an outstanding team. If you feel your education and experience have prepared you for a position such as this, please submit your resume and covering letter detailing your work experience, education, qualifications and employment references to:

District of Mackenzie
Bag 340 – 1 Mackenzie Blvd.
Mackenzie, BC, V0J 2C0
Attention: Diane Smith, Chief Administrative Officer
Email: diane@districtofmackenzie.ca

The District thanks all interested applicants in advance, however only those short-listed will be contacted.

