



DISTRICT OF SAANICH
CORPORATE SERVICES
HUMAN RESOURCES

HUMAN RESOURCES CONSULTANT- LABOUR & EMPLOYEE RELATIONS Permanent Full Time Position

Are you an experienced HR Generalist, with a labour relation and investigation background, looking to bring their knowledge and experience to one of BC's top employers? Then the District of Saanich has an opportunity for you!

About our organization: The District of Saanich is the largest municipality in beautiful Greater Victoria, blending both the urban and rural environment and home to approximately 124,000 citizens. Employing more than 1,500 members, our greatest asset is a high performing workforce. We provide a collaborative, dynamic and progressive work environment that consistently attracts top-quality people, enables them to perform at their best and grow their skills. Our competitive wages, excellent benefits package, generous pension plan, flexible work options, supportive and inclusive work environment and progressive initiatives make the District of Saanich a highly desirable place to invest your talent.

About the role: Reporting to the Employee and Labour Relations Manager, this position will join a team of two other HR Consultants which share the responsibility of providing expert advice to their assigned client groups on all aspects of the employment relationship to the District's operational leaders. While this position is a generalist role, there is a strong emphasis on labour relations as this position is the primary point of contact for an assigned client group for collective agreement and policy interpretation, labour relations advice and guidance, all employee conduct investigations, performance management support and managing the entire grievance process up to and including supporting the arbitration process.

Qualified candidates will have Bachelor's Degree in a related field (or a satisfactory combination of education and experience) and five (5) years' experience providing similar HR generalist support in a multi-unionized environment. This experience includes leading and supporting employee conduct and respectful workplace investigations, management of the grievance process, and providing advice and guidance in collective agreement interpretation. You will have extensive knowledge in employment legislation and other legal statutes governing the workplace that you apply to your coaching mindset as you partner with your operational clients to problem solve complex issues and identify organizational risks.

In addition, having the Chartered Professional in Human Resources designation or being eligible for designation would be an asset for any applicant.

If your background and education align with the description above and this role sounds like an exciting fit for you, please provide a detailed resume outlining your experience, background and education and how it will allow you to fit in to our high functioning HR team.

The annual salary range for this position is \$108,790 - \$127,980 with an excellent benefits package, pension plan and flexible work options, including remote work. Job description and competition information can be found at www.saanich.ca. **Please apply by end of day Tuesday, May 7, 2024, quoting Competition No. 24112 to:** Human Resources, District of Saanich, 770 Vernon Avenue, Victoria, BC, V8X 2W7. Only those under consideration will be contacted.

The District of Saanich is recognized as one of BC's Top Employers for 2024. As an equitable and inclusive employer, we value diversity of people to best represent the community we serve and provide excellent services to our citizens. We strive to attract and retain passionate and talented individuals of all backgrounds, demographics, and life experiences. If you require any adjustments to enable participation at any stage of the recruitment process, please contact in confidence accessibilityHR@saanich.ca. We thank all applicants for applying.