



Make working for
The City work for you.



Human Resources Consultant, Workplace Wellbeing

If you are committed to public service, enjoy collaborating with others, share our values and have a desire to learn and grow, join [The City of Calgary](#). City employees deliver the services, run the programs and operate the facilities which make a difference in our community. We support work-life balance, promote physical and psychological safety, and offer competitive wages, pensions, and [benefits](#). Together we make Calgary a great place to make a living, a great place to make a life.

The City is committed to fostering a respectful, inclusive and equitable workplace which is representative of the community we serve. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, inclusion, anti-racism and reconciliation. Applications are encouraged from members of groups that are historically disadvantaged and underrepresented. Accommodations are available during the hiring process, upon request.

As a Human Resources (HR) Consultant, Workplace Wellbeing, you will contribute to creating the foundation for a healthy workplace so our employees can bring their best selves to work. The Total Rewards and Healthy Workplace Division of Human Resources is committed to the health, safety, and wellbeing of employees. You will collaborate with partners on the delivery of corporate wide health promotion, healthy workplace education, wellbeing strategies and programs and services. You will provide specialized healthy workplace consulting, apply wellness best practices, conduct psychological safety pulse check process, identify performance metrics and workplace trends to support corporate and targeted client groups in building a healthy workplace. Primary duties include:

- Collaborate with HR partners and Occupational Health and Safety colleagues to deliver healthy workplace programs and services that advance service line goals and promote improved health outcomes for the organization.
- Support Workplace Wellbeing priorities such as the Psychological Safety Strategy, Physical Wellness Plan, Mental Health Action Plan, and the Wellbeing model by contributing communication plans, engagement initiatives and the development of My Healthy Workplace website tools, and resources.
- Provide specialized consulting to client groups by analyzing performance metrics, reviewing trends, developing business unit profiles, facilitating leader conversations, and recommending solutions that support improved health outcomes for teams.
- Conduct Psychological Safety Pulse Check processes and facilitate action planning that support the unique psychological safety and healthy workplace needs of client groups.
- Apply an evidence-based approach to evaluate and continuously improve internal and vendor provided healthy workplace programs and services to support optimal employee health, safety, and productivity.
- Collaborate with the Workplace Wellbeing team to streamline services and create efficiencies that build team capacity.

Qualifications

- A degree in a related field with at least 5 years of related knowledge and experience in psychological health and safety, wellness, mental health, health promotion and human resources.
- Equivalent combinations of education and experience may be considered.
- Preference will be given to applicants with a strong background in wellness consulting, team facilitation, developing learning plans, change management and delivering programs to address organizational health, safety and wellness.
- Applicable healthy workplace or HR certifications or designations, (for example psychological safety, Canadian Registered Safety Professional (CRSP), Chartered Professional in Human Resources (CPHR), workplace mental health) will be considered an asset.
- Experience working in a large, multi-level, unionized organization will be an asset.
- Well-developed competencies in consulting, collaboration, strategic thinking, political acumen, influencing, facilitation, communication and balancing competing priorities.

Pre-employment Requirements

- Successful applicants must provide proof of qualifications.

Union: Exempt
Position Type: 1 Temporary (up to 24 months)
Compensation: Level E \$83,059 – 125,413 per annum
Hours of work: Standard 35 hour work week
Audience: Internal/External

Business Unit: Human Resources
Location: 800 Macleod Trail SE
Days of Work: This position works a 5 day work week earning 1 day off in a 3 week cycle.
Apply By: June 21, 2024
Job ID #: 310034

Apply online at www.calgary.ca/careers