



Make working for
The City work for you.



Human Resources Consultant, Workplace Wellbeing (Mental Health Focus)

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 (Mental Health Focus), 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 wellness of employees through the delivery of programs, promotions, education, strategies, policies, and services. You will lead and implement the Mental Health Action Plan Project and provide expert mental health consulting and services to support employee wellbeing for The City of Calgary. You will develop mental health and wellbeing awareness, education, tools and resources that addresses employee needs and builds a healthier workplace. Primary duties include:

- Build upon the Mental Health Action Plan and implement the strategic objectives that support employee mental health, advance psychological health and improve overall health outcomes for the organization.
- Collaborate with partners to align the Mental Health Action Plan with corporate goals and HR priorities such as the Psychological Safety Strategy.
- Utilize an evidence-based approach by collaborating with the HR Analyst to develop a suite of mental health metrics and develop performance measures that will guide decision making, help establish reporting for client groups and support the overall advancement of the Action Plan.
- Develop mental health promotion and learning plans to support awareness and understanding of mental health, reduce stigma and build resilience for employees.
- Collaborate with partners to develop a “Healthy Workplace Event/Incident Playbook” that will support the mental health and wellbeing risks for employees and leaders before, during and after a planned major event or unexpected critical incident.
- Support leader and team facilitation debrief sessions and learning.
- Collaborate with members of the Workplace Wellbeing Team with vendor management processes to ensure quality Employee and Family Assistance (EFAP) services, trauma and other mental health support resources and critical incident services.
- Provide specialized consulting to leaders, partners and client groups around mental health, psychological safety, and best practices to promote a healthy workplace.

Qualifications

- A degree in a related field and at least 5 years of related experience and knowledge in healthy workplace, mental health, and psychological safety programs.
- Equivalent combinations of education and experience may be considered.
- Preference will be given to applicants who have mental health subject matter expertise, project management, consulting, change management and team facilitation skills.
- 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 strategic thinking, collaboration, political acumen, influencing, and communication.

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 #: 310042

Apply online at www.calgary.ca/careers