



Job Title: Diversity, Equity & Inclusion Consultant

Competition Number: CMGR-16-25	Department: City Manager's Office
Posting Category: Open	Division: Human Resources
Job Type: Full-Time	Affiliation: Managerial
Site:	Location: CA-ON-Thunder Bay
Min: CAD \$81,780.83/Yr.	Max: CAD \$96,212.79/Yr.
Pay Band: 8 (interim)	Number of Positions: 1
Effective Date: October 16, 2025	Supersedes Date: New
Posted Date: November 7, 2025	Post End Date: November 30, 2025

Our Human Resources Division has a rewarding opportunity for a Full-Time [Diversity, Equity & Inclusion Consultant](#) – and we are looking for a dynamic professional to join our team!

Why join the Human Resources team at the City of Thunder Bay?

Our Human Resources (HR) division provides corporate leadership and supports for City operations in all aspects of human resources management. Through strategic partnerships and collaboration, HR delivers high quality services consistent with our customers' needs and statutory compliance relative to labour relations; talent acquisition and organizational development; compensation, benefits, and health services; pension and payroll; and health and safety, maximizing individual and organizational potential and positioning the City of Thunder Bay as an employer of choice.

It is an exciting time for our Human Resources team. In ensuring that our organization adequately meets the staffing needs of the Corporation, the development of a Human Resources strategy is underway, which includes initiatives to further diversify our workforce, and enhancements to modernize our human resources information systems.

This is the time to join our team. If you seek to be a part of this transformational journey, then we would like to hear from you!

The Opportunity

Reporting to the Manager – Talent Acquisition & Development, this role leads the development and implementation of the Corporation's Diversity, Equity, and Inclusion (DEI) Program; and ensures that outreach, retention, policies, programs, and practices are inclusive and aligned with the Corporation's Strategic Plan and Indigenous Relations and Inclusion Strategy.

This role supports DEI across the employee lifecycle—including recruitment, hiring, development, and retention—and works to remove barriers for Indigenous peoples, visible minorities, persons with disabilities, 2SLGBTQ+ individuals, and women.

For more accountabilities, review the [job description](#)

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The Ideal Candidate

The ideal candidate will have the following:

- Degree in business, human resources, human rights, or a related discipline with four (4) years' experience in the development and implementation of employee diversity, equity and inclusion policies, procedures and programs; or
- Diploma in business, human resources, human rights, or a related discipline with six (6) years' experience in the development and implementation of employee diversity, equity and inclusion policies, procedures and programs
- Demonstrated experience in providing advice to leaders on matters related to employee DEI and/or human rights; and communicating DEI programs and initiatives to employees and external community groups.
- Knowledge of applicable legislation and related regulations including the Human Rights Code of Ontario.
- Extensive knowledge of DEI community considerations and a strong commitment to anti-racism, equity, diversity, and inclusion in the workplace.
- Knowledge and experience in measuring and interpreting employee DEI outcomes.
- Lived experience as a member of one or more marginalized groups with a deep understanding of the challenges and opportunities affecting Indigenous peoples, visible minorities, persons with disabilities, 2SLGBTBQ+ individuals, and women, is preferred.

Our Great Tangible Benefits

When you join us, you will be in receipt of the following amazing benefits:

- Amazing competitive salary and fantastic matching pension plan
- Great paid vacation and holidays
- Strong health benefits coverage – employer paid health, vision, & dental benefits
- Excellent life insurance & accidental death & dismemberment insurance (2 times your annual salary)
- Supportive employee family assistance program (EFAP)
- Inclusive employee wellness program
- Outstanding corporate training & leadership development & supportive career progression opportunities
- Great tuition reimbursement program (continuous learning)
- Voluntary leave purchase plan (purchase additional leave days)
- Volunteer time off program
- Wonderful teamwork environment – have other professional & experienced staff to work with regularly
- Opportunity to provide meaningful work

Why the Corporation of the City of Thunder Bay?

The Corporation runs on people like you; that's why they're creating a workplace where everyone belongs. Driven by a commitment to excellence, they make a real impact in the community every day. With this employer, stability meets purpose, and diversity is valued. In their supportive and collaborative environment, your growth and well-being will be at the heart of everything they do.

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Why Thunder Bay?

Thunder Bay is a vibrant community and is the region's commercial, administrative, and medical hub. From trees to transportation to the new frontier for research, health and life sciences, the community stands for hard work and innovation. The City by the Bay is home to 38 elementary schools, three middle schools, eight secondary schools, two private schools, an adult education facility, a post-secondary college and a university institution that provides a medical school and a law school.

Learn more at: GoToThunderBay.ca

If you truly enjoy the advantages of work life balance that a smaller city provides in a large organizational setting, then come join us!

General Information:

As an equal opportunity employer, the City of Thunder Bay encourages applications from Indigenous peoples, persons with disabilities, members of visible minority groups, women and members of the 2SLGBTQ+ community.

ONTARIO HUMAN RIGHTS CODE: It is a contravention of the Human Rights Code of Ontario to discriminate on the basis of: race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, marital status, family status, disability, age, record of offences, gender identity or gender expression. Therefore, a resume submitted to the City must not include references to any of the above characteristics. Do not include:

- Photos
- Any certificates that have photo identification
- Driver's licences
- Police records checks

Note: The above documentation will be requested by the Human Resources & Division should you be the successful applicant. If a Criminal Record Check is required, it will be requested by Human Resources should you be the successful applicant. Please do not submit your Criminal Record Check with your application.

ACCOMMODATION: Reasonable accommodations are available upon request for all parts of the recruitment process.

PRIVACY: Personal information on this form is collected under the authority of the Municipal Act, c. 302, as amended, and will be used to determine eligibility for employment. Questions about this collection of personal information should be directed to the Human Resources & Corporate Safety Division, 125 Syndicate Ave Suite 42, Thunder Bay, Ontario, P7E 6H8, Telephone: 625-3866

The City of Thunder Bay is a place where art, culture and nature come together!