

Manager, Labour Relations **PASS Grade 7 \$105,248 to \$118,459**

Reporting to the Superintendent of Human Resource Services, the Manager of Labour Relations will join a dynamic, collaborative, and high-performing team of human resource professionals who are committed to the execution of strategies that advance organizational and employee effectiveness and performance. The Manager of Labour Relations is an experienced self-motivated leader who will develop and implement creative labour relations strategies and provide expert consultation related to collective agreement interpretation, employment legislation, investigations, job evaluation, grievance and arbitration processes, and all aspects of collective bargaining. Using highly developed interpersonal and communication skills, the incumbent will be instrumental in promoting a culture of trust and collaboration within a diverse multi-union environment. Applying subject expertise and modelling transparency, this role will support the Board's strategic directions and priorities in collaboration with union partners, school administrators, Department Managers and Executive Council.

Duties include but are not limited to:

- Manage day to day functions related to the efficient operation and coordination of labour relations in accordance with Board policies, collective agreements, and legislative requirements
- Facilitate and lead staff employment progressive discipline/investigations matters with all internal and external stakeholders
- Responsible for compensation job evaluation maintenance plans in accordance with collective agreements and legislation requirements
- Design and execute proactive labour relations strategies that support the Board's strategic directions and priorities
- Act as a strategic advisor to Executive Council, senior management, and school administrators to ensure the consistent interpretation and application of collective agreements, Board policies and procedures
- Lead a team of process experts to provide exemplary customer service for all stakeholders
- Build and maintain collaborative and productive working relationships with union partners that support student achievement and well-being
- Supervise all aspects of the grievance administration processes
- Identify and monitor key labour relations issues affecting the Board including the collection, analysis and interpretation of various statistical data
- Represent the Board at arbitration hearings, tribunals and the Labour Relations Board
- Plan and coordinate all processes related to collective bargaining
- Act as spokesperson at designated collective bargaining tables
- Design and facilitate labour relations training for internal stakeholders
- Support the creation of innovative solutions and implementation plans in collaboration with other divisions of Human Resource Services

Qualifications:

- University degree in Human Resources, Industrial Relations or other related discipline with CHRL/CHRE designation
- Five to seven years of experience in a senior labour relations role in a complex multi-union environment, preferably in the education sector
- Lead negotiator experience including table strategy and contingency planning considered an asset
- Thorough and comprehensive knowledge of employment legislation and emergent issues in public education
- Demonstrated strategic planning, organizational, analytical, problem solving, research, presentation, and networking skills
- Strong strategic communication skills and proven ability to apply a high degree of mature judgement, initiative and discretion in dealing with politically sensitive matters
- Knowledge and understanding of the complex and reciprocal connections among different elements of the Board's organization
- Demonstrate an anti-oppressive/anti-racist understanding and be responsive to the needs and interests of diverse stakeholders
- Demonstrated commitment to working in a diverse school community and/or work environment

Deadline for submission is 4:00 p.m. on Friday, May 21, 2021

Please apply by accessing this link

https://network.applytoeducation.com/Applicant/AttJobPosting.aspx?JOB_POSTING_ID=1cd970e3-8640-4adc-be74-834f0f07f386

Employment Equity Statement

Hamilton-Wentworth District School Board (HWDSB) is committed to building inclusive learning and working environments where students see themselves reflected in the curriculum, staff population, physical surroundings and the broader community.

HWDSB's mission is to empower students to learn and grow to their full potential in a diverse world. Guided by this mission, HWDSB strives to build a workforce that embodies the values of human rights, equity, diversity and inclusion, while reflecting and welcoming the diverse and distinct identities, experiences and needs of our students and our communities.

HWDSB seeks qualified candidates who share our commitment to equity and inclusion, and who will contribute to the vision of creating inclusive and equitable outcomes. HWDSB especially invites and welcomes applications from:

- Indigenous Peoples (e.g. First Nations, Métis and Inuit peoples);

- Members of groups that commonly experience discrimination due to race, ancestry, colour, religion and/or spiritual beliefs, or place of origin; (e.g. Black and racialized communities, immigrant communities, etc.)
- Persons with visible and/or invisible (physical and/or mental) disabilities;
- Persons who identify as women; and
- Persons of marginalized sexual orientations, gender identities, and gender expressions. (i.e. Two-spirit and LGBTQIA+)

As part of HWDSB's commitment to employment equity and removing barriers to groups that have faced and continue to face barriers in employment, we invite all applicants to complete a voluntary question(s) that collects identity-based information. The voluntary question(s) is on the Apply to Education application page for this position.

HWDSB is committed to providing accommodation throughout the recruitment and selection process, based on any human rights protected grounds. If you require accommodation, please notify us in advance and we will work with you to meet your needs.

Land Acknowledgement

HWDSB is located on ancestral Anishinaabe and Haudenosaunee Confederacy land as determined by the Dish with One Spoon treaty. The Dish with One Spoon wampum belt represents the treaty relationship between the Haudenosaunee Confederacy and Anishinaabe with respect to sharing the land and resources thereon. The intent of this agreement is for all nations sharing this territory to do so responsibly, respectfully and sustainably in perpetuity. We respect the longstanding relationships with the local Indigenous communities, the Mississaugas of the Credit First Nation and the Six Nations of the Grand River.

Applicant Self-Identification Form

The information collected on this form is used to monitor HWDSB's progress toward our equity goals including our commitment to diversity in HWDSB recruitment and hiring practices. We are committed to the security and confidentiality of information under our control, and to the protection of privacy with respect to personal and confidential information that is collected, used, disclosed and retained in the system ([Policy 1.6 - Privacy](#)). Information on this form is collected pursuant to [Ontario's Education Equity Action Plan](#) (Ministry of Education) and in accordance with the Municipal Freedom of Information and Protection of Privacy Act ([MFIPPA](#)). Access to this form is restricted to specific individuals in Human Resources. The Research and Analytics Department will use aggregate data from all the forms (not individual data) for internal reporting. Their access and use of the data is governed by MFIPPA and [ethical research practices](#). Applicant Self-Identification Forms will be maintained in the Human Resources job competition file and securely destroyed 6 years after the job posting in accordance with general records retention principles. If you prefer not to answer any of the questions, you can select "prefer not to answer". This in no way affects your application or the applicant selection process. If you have questions or concerns about this form please contact humanresources@hwdsb.on.ca.