

EMPLOYMENT OPPORTUNITY

Women's College Hospital is the first and only independent, academic, ambulatory care hospital in Ontario with a primary focus on the health of women. If you're ready to be part of the future of healthcare, then you will want to join an institution in which the possibilities for creative innovation, breakthroughs in new thinking and groundbreaking work in academic ambulatory medicine are limitless. Women's College Hospital is committed to patient safety as a key professional value and an essential component of daily practice.

An exciting **Full-Time** opportunity for a **Director, Human Resources & Labour Relations (Competition #159.18)** exists in the **Human Resources Department**, reporting to the Chief Human Resources Officer.

As a leader in the hospital's Human Resources team, the Director, Human Resources and Labour Relations will provide innovative, strategic and day-to-day leadership to support Women's College Hospital management and staff to achieve strategic and operational goals. This position will initiate and implement Human Resources and Labour Relations programs to foster an environment of continuous improvement, learning, and employee engagement. As the Director, Human Resources and Labour Relations, you will support an organizational culture that values diversity, upholds respect and dignity, and inspires professional excellence.

Summary of Duties, but not limited to:

- Provides leadership in the development and implementation of the Human Resources Strategy; collaborates at the organizational level to determine priorities
- Provides operational leadership to the Human Resources team on the delivery of Human Resources services including labour/employee relations, total rewards – compensation, benefits, and recognition, recruitment, payroll, and organizational design
- Leads labour relations activities including collective bargaining and ongoing relationship management with union partners; may represent the Hospital at a provincial level in central negotiations
- Provides guidance on grievance management; represents the Hospital at arbitration and Ontario Labour Relations Board hearings
- Guides the Human Resources team in investigations and makes recommendations for discipline or termination
- Accountable for the development and implementation of sound and effective HR policies grounded in legislative requirements and best practices
- Provides oversight of payroll and benefits activities, ensuring integrity of systems and legal compliance
- Provides leadership in the strategic use of HR metrics that inform the Senior Leadership and Board of Directors in decision making activities and support the development of Human Resources programs
- Provides leadership and oversight of the Hospital's compensation planning to ensure effective recruitment and retention; provides guidance in the job evaluation process
- Responsible for departmental budget
- Leads the roll-out of the biennial employee engagement survey and the strategic implementation of the results
- Continuously monitors external trends related to labour relations, recruitment and compensation to ensure implementation of leading practices
- Provides guidance and develops solutions that actively engage management in improving their knowledge and skills to effectively manage complex and diverse workplace problems such as performance issues, conflict resolution, absenteeism, accommodation, disability management, ethics and conduct and harassment
- As a role model and champion you will work to identify and integrate safe, best practices into daily activities to foster the delivery of safe and exemplary care

The responsibilities described above are representative and are not to be construed as all-inclusive

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Qualifications/Skills:

- Degree in Human Resources, Labour Relations, or relevant degree and related experience; Master's degree in Human Resources, Business Administration or Industrial Relations completed or in progress
- Professional certification (CHRP/CHRL) strongly preferred
- Minimum of 8-10 years' work experience in Human Resources required with a minimum of five years' experience in a leadership capacity in a health care organization required
- Demonstrated ability to work collaboratively with management and union partners
- Knowledge and experience in change management strategies.
- Superior strategic thinking and analysis skills.
- Advanced ability to communicate at all levels of the organization – Board, Senior Management, Staff, Physicians and Volunteers.
- Excellent negotiation, conflict resolution and facilitation skills.
- Deep understanding of relevant legislation
- Superior ability to maintain constructive and supportive relationships, seeking and embracing where appropriate, dissenting viewpoints.
- Superior customer service orientation.
- Strong technology orientation and a history of sound decision making supported by outcome metrics.
- Commitment to ongoing professional development
- Excellent ability to manage complex relationships and strong negotiation skills
- Excellent decision making skills with the ability to form and defend independent judgment with the ability to influence others and outcomes
- Excellent organizational and time management skills with the ability to effectively handle a large number of issues simultaneously
- Ability to work effectively and efficiently under pressure/stressful conditions
- Professional behavior and communication that meets the standards of the professional regulatory college or association, as applicable, and the standards of Women's College Hospital
- This position plays a critical role in acting as an advocate for safety and will demonstrate principles, practices and processes that will optimize a safe environment for all

POSTING DATE: June 14, 2018

Please forward resumes via email to HR@wchospital.ca with the competition number 159.18 in the subject line.

We thank you for your interest, however, only qualified applicants who are selected to be interviewed will be contacted.

Women's College Hospital is a fully affiliated teaching hospital of the University of Toronto and is committed to fairness and equity in employment and our recruitment and selection practices. We encourage applications from Aboriginal peoples, people with disabilities, members of sexual minority groups, members of racialized groups, women and any others who may contribute to the further diversification of our Hospital community. Accommodation will be provided in all parts of the hiring process as required under our Access for People with Disabilities policy. Applicants need to make their requirements known in advance.