

Labour Relations Advisor, Human Resources

Position is .5 with potential of .8 FTE.

The Surrey School District is a large, dynamic and progressive School District in BC's fastest growing community. Serving a diverse, multicultural urban centre, we are a progressive school district offering a broad range of innovative programs and services to support the learning of our students and staff.

Working in a fast paced dynamic environment, the Human Resources department has an opportunity for an experienced **Labour Relations Professional**. Based out the District Facilities Centre and reporting to the Director, Labour Relations, the successful applicant will be responsible for administering and interpreting the collective agreement and providing advice and guidance to managers and supervisors at the Facilities Centre.

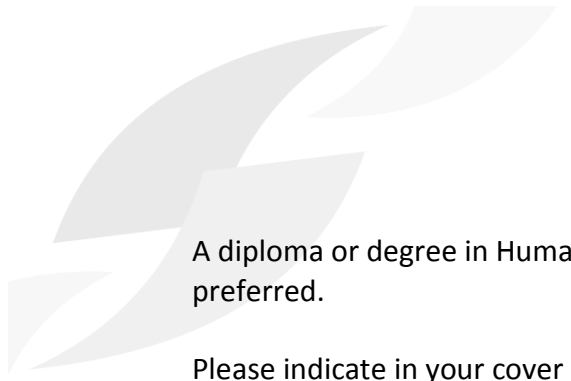
The Labour Relations Advisor will perform a wide range of activities including:

- Ensuring the consistent, fair and objective application of sound human resources management practices.
- Providing advice and guidance to Managers concerning the correct interpretation and administration of the collective agreement, policies and work place rules.
- Managing the grievance process including negotiating effective resolutions that respect management rights and are within the terms and spirit of the collective agreement.
- Providing advice and guidance to Managers concerning employee relations and performance management issues.
- Investigating concerns regarding employee conduct, including allegations of harassment and providing advice to Managers concerning appropriate corrective action flowing from such matters.
- Participating in duty to accommodate, attendance support and return to work meetings.
- Working closely with Managers and bargaining unit representatives to resolve issues of concern in timely and collaborative manner.

The ideal candidate should possess excellent interpersonal skills and have a minimum of 5 years recent experience working in a unionized environment in a human resources or labour relations capacity.

Qualifications required include: an in depth knowledge of current human resource and labour relations practices including knowledge of applicable labour laws, legislation and arbitral jurisprudence. Knowledge of, and, experience addressing human rights and duty to accommodate issues as well as a comprehensive understanding applicable laws and legislation. Experience conducting investigations into employee conduct, including allegations of harassment, and, experience leading change initiatives inside of a busy and complex work environment.

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A diploma or degree in Human Resources or related training/experience is required. CPHR preferred.

Please indicate in your cover letter if you are interested in .5 FTE, .8 or either.

Qualified candidates are invited to apply at <https://bit.ly/38PHbtN> complete with cover letter, resume outlining relevant background and work experience and three references by 4 p.m., March 29th, 2021

Note: The successful applicant will be required to consent to a Criminal Record Search prior to employment. Only applicants selected for interviews will be contacted. To all others, thank you for your interest.

LEADERSHIP IN LEARNING

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