



Children's Aid Society
La Société d'aide à l'enfance
LONDON & MIDDLESEX

HUMAN RESOURCES CONSULTANT

The Children's Aid Society of London and Middlesex has an upcoming vacancy for a 12-month contract position of Human Resources Consultant.

Reporting to the Supervisor of Human Resources, the Human Resources Consultant develops and carries out Human Resources practices and objectives promoting an employee oriented, high performance culture that emphasizes quality, productivity and standards. The position requires a high level of customer service provision to all stakeholders including internal staff, external collaterals and community partners. The Human Resources Consultant coordinates the implementation of services, policies and programs and assists and advises the management team concerning Human Resources best practices.

Responsibilities of the position will focus on all aspects of the Health and Safety program of the Agency as well as providing administrative services in a number of other HR functional areas including: staffing (recruitment, screening, on-boarding and retention), administration of the Collective Agreement (including daily labour relations and availability as a resource person to unionized and management staff alike), management of all aspects of internal job postings/competitions and ensuring compliance with all applicable employment legislation.

Qualifications: The successful candidate will have a university degree with a focus in Human Resources or post-graduate studies at a community college level in Human Resources Management. The candidate must have experience in managing a wide variety of human resource functions, CHRP designation and have a demonstrated knowledge of a variety of computer software (Microsoft Word, Excel, Access, PowerPoint, Outlook, HRIS, Avanti). Strong interpersonal skills are required.

Salary: \$59,463 - \$75,891 (2019-2020)

Relevant experience credit provided. Competitive Benefits package available.

Interested candidates with the required qualifications should submit their application by using the link on our website found at: https://www.caslondon.on.ca/get_to_know_us/careers

The Children's Aid Society of London & Middlesex is committed to the values of equity, inclusion and respect and is dedicated to building a workforce that reflects the diversity of the community in which we live in and serve. The Society encourages applications from all qualified individuals with preference given to candidates who are fluent in French and English.

We are committed to creating an accessible environment for all. Please let us know if you have any accommodation needs. We thank all applicants, however only those considered for interviews will be contacted.