

York Region Children's Aid Society

16915 Leslie Street

Newmarket, Ontario L3Y 9A1

email: human.resources@yorkcas.org fax: 905-898-7741

2021-10

May 3, 2021

Applications are now invited for the position of:

HUMAN RESOURCES MANAGER

The York Region Children's Aid Society mission is to champion the care and protection of children and youth and well-being of their families. The voice of the child is at the heart of everything we do and with confidence and resolution, we always strive to do the right thing. We are committed to excellence and to the principles of honesty, respect, and fairness, and take responsibility for our work, our decisions and our results. We value diversity, treat each other with dignity and compassion and empower individuals.

PURPOSE OF POSITION:

Reporting to the Director of Human Resources, the Human Resources Manager will oversee the day-to-day operations of the Human Resources Department. Responsibilities will include such functions as: Labour relations, recruitment and selection; performance management; compensation and HRIS systems and health, safety and wellness. This position is currently remote, however is primarily based in our Leslie office in Newmarket with travel to branch locations often required.

REQUIRED EDUCATION AND EXPERIENCE:

Preference will be given to applicants with:

- Minimum seven years of HR management experience in a leadership role with a generalist focus, including experience in unionized settings and collective bargaining
- Post-secondary education in Human Resources Management with CHRP/CHRL designation
- A thorough understanding of the field of child welfare, the changes within the sector including the financial challenges
- Excellent interpersonal skills and written and oral communication skills
- Excellent judgment in dealing with sensitive and confidential information in a diplomatic, professional and tactful manner
- Established record and reputation as a strong leader who encourages creativity and excels in the engagement, motivation and development of staff
- Demonstrated experience in leading the efforts of culture change initiatives
- Experienced in the implementation of Strategic Human Resources initiatives
- Demonstrated skills in mediation, negotiation, coaching and facilitating
- A flexible, creative, open-minded approach to problem solving
- Highly developed organizational and prioritization skills

- Strong computer skills with experience in all Microsoft Office applications as well as HRIS systems
- Demonstrated ability and experience in the effective leadership of a team, including developing positive working relationships with those in and outside the team, as well as maintaining appropriate support, service and financial accountability systems
- An understanding of anti-oppression values and principles is important. In particular, knowledge and awareness of the culture and history along with an understanding of the social and political issues facing Black, Indigenous and People of Colour communities today would be an asset
- Valid driver's licence and access to a vehicle is required.
- Bilingualism in French and/or other languages would be considered an asset.

PAY GRADE: 11 (\$105,276.96 to \$133,630.19)

HOURS OF WORK: 33.75 Hours per Week

Candidates that meet the qualifications are welcome to apply for this position and should do so in writing to human.resources@yorkcas.org, no later than 4:30 p.m. on May 31, 2021. Please quote job posting #2021-10.

We appreciate all applications received. All communications will be held in strict and professional confidence. Only those candidates selected for an interview will be contacted. We thank all applicants for their submissions.

Anti-Oppression/Anti-Racism at York Region Children's Aid Society

YRCAS is committed to having a workforce that is reflective of the diversity of York Region and strongly encourages application from all qualified individuals, especially those who can provide different perspectives and contribute to a further diversification of ideas.

Accommodation at YRCAS

We are committed to a selection process and work environment that is inclusive and barrier free. Accommodation will be provided in accordance with the Ontario Human Rights Code. Applicants that may require accommodation during the selection process are encouraged to notify the Human Resources Department when contacted for an interview.

Human Resources will work together with the hiring committee to arrange reasonable and appropriate accommodation for the selection process which will enable you to be assessed in a fair and equitable manner.