



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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# Job Board Posting



Careers.Indigenous.Link

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## Labour Relations Specialist

|                       |                                                                                                                                                   |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Job ID</b>         | <b>92-F3-E2-9B-AA-DC</b>                                                                                                                          |
| <b>Web Address</b>    | <a href="https://careers.indigenous.link/viewjob?jobname=92-F3-E2-9B-AA-DC">https://careers.indigenous.link/viewjob?jobname=92-F3-E2-9B-AA-DC</a> |
| <b>Company</b>        | Kwantlen Polytechnic University                                                                                                                   |
| <b>Location</b>       | Langley, British Columbia                                                                                                                         |
| <b>Date Posted</b>    | From: 2024-09-10 To: 2024-10-10                                                                                                                   |
| <b>Job</b>            | Type: Full-time Category: Human Resources                                                                                                         |
| <b>Job Start Date</b> | As soon as possible                                                                                                                               |
| <b>Job Salary</b>     | \$79,731 To \$116,939                                                                                                                             |
| <b>Languages</b>      | English                                                                                                                                           |

### Description

KPU offers all learners opportunities to achieve success in a diverse range of programs that blend theory and practice, critical understanding, and social and ethical awareness necessary for good citizenship and rewarding careers. KPU strives to implement initiatives that will attract, support, engage, and retain KPU's people and create an environment where all employees see themselves as contributing to student learning.

#### JOB OVERVIEW: LABOUR RELATIONS SPECIALIST

This role reports to the Senior Manager, Labour Relations.

The Labour Relations (LR) Specialist is responsible for supporting the organization's Labour Relations activities which include the administration of grievances, discipline, and the collective bargaining process under the direction of the Senior Manager, Labour Relations. This role advances LR practices and initiatives through developing strong partnerships with business leaders and Union executives. The LR Specialist supports business processes related to HR, and acts on various project teams as the LR subject matter expert.

#### COMPETENCIES

**People First:** KPU employees involve, appreciate, value and respect the KPU community members they serve (i.e., students, employees, external key parties, etc.) creating a culture of high engagement and performance.

**Accountability:** KPU employees demonstrate fiscal accountability and take ownership for their actions, decisions and results.

**Continuous Improvement:** KPU employees take a creative approach to opportunities, exploring unique ways to create optimal value for the KPU community.

**Collaboration:** KPU employees work in functional and cross-functional teams, coming together to solve complex issues and accomplish objectives that will benefit the KPU community.

Please click [here](#) for a more detailed job description

#### \*Salary Information

The compensation range is the span between the minimum and maximum base salary (as listed above) for a position. Approximately halfway between the minimum and the maximum represents an employee that possesses full job knowledge, qualifications and experience for the position. In the normal course, employees will be hired, transferred or promoted between the minimum and approximately halfway of the salary range for a job. Annual salary increases are available through participation in the Administrative Performance Management program

#### Why Join KPU

Recognized as one of B.C.'s Top Employers

KPU is committed to actively fostering an equitable and inclusive working environment

Competitive compensation

Hybrid environment, flexible work around core hours

Defined Benefit Pension Plan - College Pension Plan

Extended Medical, Dental, Healthcare Spending Account, Sick Leave, Long Term Disability, Life Insurance, Optional Life Insurance, Accidental Death and Dismemberment, Emergency Travel Assistance, Employee and Family Assistance

Program, Teledoc

Professional Development Days: up to 10 days paid per year

Maternity and parental leave top-up

Generous vacation package

Campus work environment, outdoor sitting areas and nearby walking trails

Campus athletic and fitness centers with a variety of instructor-led classes

Tuition waiver program - eligible to waive tuition costs of courses at KPU equivalent to 3 credits per semester

Inhouse training and development

Networking and social events such as KPU Day, Holiday Social etc.

Intercampus shuttle

Access to automotive, horticulture, brewery and other programs' services

Clubs: Jeopardy, E-sports, Ted Talks etc.

Library and Bookstore (discounts)

**\*\*Benefits may vary if the position is temporary or part-time\*\***

Does this role sound like it was made for you, yet you don't check every box

We at KPU understand that experiences and qualifications may look differently for everyone and, if this job description is of interest to you, we encourage you to apply.

Note to Applicants:

Kwantlen Polytechnic University welcomes and encourages applications from equity deserving groups and diverse experiences including, but not limited to, Indigenous people, racialized people, people with disabilities, and members of the 2S/LGBTQIA+ community.

If there are any barriers that you are experiencing or an accommodation that we can provide to support you through the application process, please reach out to us at [humanresources@kpu.ca](mailto:humanresources@kpu.ca).

We thank all applicants for their interest in employment with KPU. Only those selected for an interview will be contacted.

Kwantlen Polytechnic University is committed to protecting the safety and welfare of employees, students, and the general public, and upholding the reputation and integrity of the University. For this reason, final applicants will be asked to undergo a background check.

## **Experience**

### **KNOWLEDGE, SKILLS and ABILITIES**

Thorough knowledge of employment and labour legislation and government policies, including Employment Standards, Labour Relations Code, Employment Equity and Human Rights Code.

Demonstrated strong ability to conduct and analyze case law research.

Demonstrated ability to deal with sensitive situations that call for the use of diplomacy, tact, and professionalism in the delivery of information and explanations.

A team player who is experienced working with cross functional teams and senior business leaders involved with a variety of HR initiatives.

Ability to bridge relationships in a unionized environment with a collaborative approach.

Excellent oral and written communication skills including the ability to present information clearly, concisely, and to be persuasive.

Proven ability to juggle and prioritize tasks and excellent problem-solving skills, work to deadlines and demands, make responsible decisions, and determine when to seek advice.

Advanced organizational and prioritization skills and ability to quickly change approaches.

Demonstrated change management skills which include supporting and encouraging new ideas and approaches to build organizational efficiency.

Demonstrated business acumen considering the business impact in decision making while maintaining a people first perspective.

Ability to think innovatively and creatively in planning and developing a fresh approach to existing activities, with a process improvement perspective.

High customer service orientation, with the ability to create a positive and meaningful customer experience.

Ability to travel between campuses is required.

## **Education Requirements**

### **EDUCATION AND EXPERIENCE**

Bachelor's Degree in Business Administration with a focus in Human Resources Management or related field.

A minimum of five years' experience in labour relations, grievance management, participating in negotiations/collective bargaining and administering collective agreements in a multi-union environment.

Certified Professional in Human Resources (CPHR) is preferred.

Or an equivalent combination of education and experience.

**How to Apply**

Click "Apply Now"