



# 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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## Director General, Labour Relations and HWM

<b>Job ID</b>	<b>021-968-EX03-021-6802</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=021-968-EX03-021-6802">https://careers.indigenous.link/viewjob?jobname=021-968-EX03-021-6802</a>	
<b>Company</b>	CSIS	
<b>Location</b>	Ottawa, Ontario	
<b>Date Posted</b>	From: 2021-11-11	To: 2050-01-01
<b>Job</b>	Type: Full-time	Category: Public Administration

### Description

Closing Date 2021-11-24

Reference Number 021-968-EX03-021

Job Category Experienced

Who Can Apply Canadian Citizens

Location Ottawa, Ontario

Salary Range \$140,900 - \$165,700

Status Indeterminate (permanent)

Language Requirement Bilingual Imperative (CBC/CBC)

### Job Summary

The DG, Labour Relations and Health & Workplace Management (HWM) is responsible for leading the Labour Relations, Health & Wellness, Total Compensation, Classification and Organizational Design and Informal Conflict Management functions and ensuring relevant legislative and policy requirements are met. Labour Relations is focused on helping management and employees foster harmonious and effective relationships at work, through subject matter expertise, interpretation and application of terms and conditions of employment, and issues management. It works closely with the Employees' Association (EA) and Union representatives to address employee issues and assist in providing informal resolution options whenever possible. The Health and Wellness (H&W) section is the policy centre responsible for developing programs that support overall employee and organizational well-being. Through the foundational pillars of prevent, promote and intervene, Health and Wellness provides a variety of services and programs to support employee health, safety and wellness. The section includes the Occupational Health and Safety, Psychological Health and Safety, Internal Conflict Management Services, and Wellness teams. Total Compensation (TC) is responsible for the development, administration and implementation of pay, compensation, classification and relocation policies and practices, as well as for providing advice to management and employees on these matters. The Classification and Organizational Design section is responsible for providing advice and guidance to managers on organizational design and classification related matters and for promoting and providing consistent application of policies and procedures across the Service. Internal Conflict Management Services' is responsible for delivering training and interventions to support the prevention, management and resolution of workplace conflict in a way that promotes a respectful, healthy and productive environment that contributes to operational effectiveness. Each of these areas are evolving to become true centres of expertise, so that in future they may provide more proactive support to management on the proper exercise of their authorities, so that issues may be identified and prevented before they could negatively impact the workplace.

### Education

Graduation with a degree from a recognized post-secondary institution. The educational program must be from an accredited learning institution recognized in Canada. If you completed a program outside of Canada you will be required to obtain proof of a Canadian equivalency at your expense through a recognized credential assessment service. Note:

Any higher level of education could be recognized as experience.

## Experience

E1. Significant\* and recent\*\* experience at the executive level in planning, managing and implementing strategies, policies or programs related to Labour Relations and Negotiations, and at least one of the following: Classification, Total Compensation, Occupational Health and Safety, Harassment and Violence Prevention, Human rights, Health and Wellness, or Internal Conflict Management Services. E2. Significant and recent\* experience in providing strategic analysis, advice, briefings and recommendations to senior management (Assistant Deputy Minister level or higher) on complex\*\*\* HR issues. E3. Experience working in pandemic management. E4. Experience in developing collaborative working relationships with diverse groups of internal and external stakeholders, pursuing innovative outcomes and maintaining solid partnerships. E5. Experience in the management of human resources\*\*\*\* and financial resources\*\*\*\*\*. E6. Experience with unions or employee associations. \*Significant is defined in terms of depth, breadth and scope of experience acquired by having performed a broad range of relevant activities related to the task, over more than three (3) years. \*\* Recent is defined as within the last five (5) years \*\*\* Complex is defined with at least four (4) of the following characteristics: multidimensional, highly sensitive, confidential, affecting many partners or stakeholders, precedent setting, having a major impact on the public service. Candidates need to clearly demonstrate the complexity of the issues they dealt with. \*\*\*\*Human resources management: You must clearly demonstrate direct accountability for leading and managing staff. Examples of managing Human Resources may include: implementing HR strategies to ensure workforce capacity to meet operational needs, developing work plans, assigning work priorities, setting performance objectives and performance indicators to measure results. Applicants must provide metrics and indicate the number of subordinate managers and staff they lead/supervised. \*\*\*\*\*Management of financial resources: Applicants must show evidence of managing and being accountable for a budget at the executive level. This experience is defined as being responsible for sound financial planning, forecasting and reporting. Applicants must also indicate the size of the budget they managed directly. ASSET QUALIFICATIONS A1. Experience in managing at the executive level programs such as harassment prevention, return to work, employee assistance, critical stress incident management, attendance management, occupational health and safety, the duty to accommodate. A2. Experience working in a separate agency or with unrepresented employees. A3. A professional designation (e.g.: CPHR/CHRP/CHRL) in human resources recognized by the Canadian Council of Human Resources Association A4. A master's degree. KNOWLEDGE K1. Knowledge of federal complaint and dispute resolution processes. K2. Knowledge of current and emerging Federal Legislation, practices, or strategies in Labour Management Relations and Occupational Health and Safety and compensation.

## Competencies

### Key Leadership Competencies

- Create Vision and Strategy
- Mobilize People
- Uphold Integrity and Respect
- Collaborate with Partners and Stakeholders
- Promote Innovation and Guide Change
- Achieve Results

## Conditions of Employment

Not applicable

## Notes

While we continue to explore opportunities for flexible work arrangements, the majority of work in our organization must be done in the office and cannot be performed at home.

## Reference Links

## Security Requirements

Candidates must be eligible to receive an Enhanced Top Secret security clearance. The process involves a security interview, a polygraph, and a background investigation that includes credit and financial verifications. The use of illegal

drugs is a criminal offense. Drug use is an important factor considered in your reliability and suitability assessment during the selection process. Therefore it is important not to use any illegal drugs from the time you submit your application.

#### Others

We thank all applicants for their interest in CSIS. However, only those who are selected for further consideration will be contacted.

For more information, visit [CSIS for Director General, Labour Relations and HWM](#)