



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

Date Printed: 2024/04/30

Resource and Resolution Advisor

Job ID	0D-C8-8A-F6-87-14	
Web Address	https://careers.indigenous.link/viewjob?jobname=0D-C8-8A-F6-87-14	
Company	Red River College	
Location	Winnipeg, Manitoba	
Date Posted	From: 2019-08-02	To: 2019-08-19
Job	Type: Full-time	Category: Education
Languages	English	

Description

Resource and Resolution Advisor

Corporate Legal Services

Position Location: Notre Dame Campus (Winnipeg, MB)

Full-Time Position Available

This competition may be used to establish a 6 month eligibility list of qualified candidates for future vacancies.

Red River College is a leader in applied learning and innovation. Our talented team of employees is passionate about education, innovation and student success. We offer competitive salaries, extensive benefits, and the opportunity for personal and professional growth in a rewarding career.

Duties: Reporting to the General Counsel, the Resource and Resolution Advisor is a point of contact for education, processes and all reports of concerns and complaints related to bullying, discrimination and harassment, and sexual violence in all its forms for all members of the Red River College Community. The Advisor provides information and support including available options and resources so the concerned party (complainant or survivor) can make informed decisions about how to proceed. The advisor leads the process for intake, assessment, investigation and resolution processes related to bullying, discrimination and harassment. The Advisor provides intake, assistance and support to students, faculty, and/or staff affected by sexual violence including resource recommendations and making appropriate referrals as well as investigation and resolution as appropriate.

REQUIRED QUALIFICATIONS

- University degree in Human Resource Management, Social Work, Law, or an equivalent combination of education and experience
- Extensive experience leading and conducting high-level workplace investigations, including procedural fairness, record keeping, risk assessment and report writing and making findings of fact
- Experience in case management, including intake, assessment, planning, implementation, monitoring, follow-up and closure
- Experience in research, and the creation of best practice processes and policies
- Experience developing and delivering training programs
- Comprehensive knowledge of relevant legislation, including the Manitoba Human Rights Code, The Workplace Safety and Health Act and The Personal Investigations Act
- Understanding of bullying, discrimination and harassment, sexual violence including relevant laws, impacts, and best practices
- Understanding of the principles of accommodation under relevant legislation
- Exceptional communication skills, including verbal, written and listening skills
- Exceptional interpersonal skills, including the ability to build trusting relationships and engage various stakeholders
- Proficiency in MS Office applications including Word, Excel, Access and PowerPoint
- Ability to work with sensitive information in a confidential manner
- Values Diversity, Equity, and Inclusion
- Commitment to lifelong learning

ASSET QUALIFICATIONS

- Experience working with Indigenous people or a demonstrated understanding of Indigenous cultures
- Experience facilitating mediation process

CONDITIONS OF EMPLOYMENT

- Applicants must be legally entitled to work in Canada
- This position may be required to work evenings and/or weekends
- This position may be required to work overtime
- This position may be required to travel
- Incumbent must provide a current and satisfactory Criminal Records Check, including a Vulnerable Persons Sector Check

How to Apply

Applicants are to clearly demonstrate how they satisfy the selection criteria in their written submissions and must identify the competition number they are applying for in the subject line of the email

Apply to Red River College by email: humanresources@rrc.ca

This competition may be used to establish a 6 month eligibility list of qualified candidates for future vacancies.

We seek diversity in our workplace. Aboriginal persons, women, visible minorities and individuals with disabilities are encouraged to apply.

Competition #: 2019-183

Closing Date: August 19, 2019

Salary: \$66,290 - 86,187 per annum

We thank all applicants for their interest, but only those selected for an interview will be contacted. Red River College provides accommodations to applicants with disabilities throughout the hiring process. If an applicant requires accommodation during the application or selection process, Human Resource Services will work with the applicant to meet the accommodation needs.

For more information and other employment opportunities, visit www.rrc.ca/hr

2055 Notre Dame Ave, Winnipeg, Manitoba, Canada R3H0J9