



December 2nd, 2020

DIRECTOR: HUMAN RESOURCES

School District 72 is accepting applications for the position of Director, Human Resources.

School District 72 operates on the territories of the *Laichwiltach*, *Klahoose* and *K'omoks* First Nations and we honour these relationships. We also respect and value the relationships with the *Homalco* First Nations, all other First Nations, *Métis*, and *Inuit* peoples who reside in these territories. This land has always been a place of learning and we are thankful to live, work, learn and play here. It is with respectful consideration that the programs and services provided to students and staff acknowledge their histories, cultural contributions, and contemporary concerns.

Campbell River is a scenic, oceanfront community framed by extensive waterfront, west coast forests and snow-capped mountains. The area is renowned for its natural beauty and recreational opportunities such as skiing, kayaking, fishing, mountain biking, hiking, golf, and endless opportunities to experience nature. The moderate climate allows residents to participate in numerous outdoor activities on a year-round basis. Campbell River is also very family friendly with affordable housing and a lower cost of living.

School District 72 (Campbell River) is located on the east coast of central Vancouver Island, extending north to Sayward and south to Oyster River. The District also includes the outer islands of Read, Cortes, and Quadra. The District serves over 5,500 students in 18 schools with a diverse range of programs that are progressive and responsive to the educational needs and interests of students.

The Campbell River School District proudly developed a [Strategic Plan for 2019-2023](#) that prioritized the following:

1. **Improve Student Achievement**
2. **Build a culture of learning and wellness**
3. **Honour Indigenous world views and perspectives**

Summary

As a member of the Senior Management Team, the Director of Human Resources is accountable to advance the engagement and resiliency of our workforce by implementing HR strategies, initiatives and programs in accordance with the Strategic Plan. The Director of Human Resources provides professional and strategic advice to senior management on a wide range of labour relations and human resources issues and leads the Human Resources department in achieving effective and collaborative labour relations with the Campbell River District Teachers' Association and support staff bargaining unit CUPE 723.

Responsibilities

- Key member of Senior Management Team
- Responsible for the overall management, leadership and oversight of the Human Resources Department
- Leading a Team of professionals who are responsible for
 - Employee Relations
 - Leave Management
 - Teacher Staffing support
 - Recruitment, selection and retainment
 - Evaluations and Performance reviews
 - [District Health and Wellness](#)
 - District-wide employee recognition
 - Labour Relations
- Liaison with [British Columbia Public Schools Employers Association \(BCPSEA\)](#).
- Liaison with legal counsel as required.
- Advising managers and principals in personnel matters.
- Provide advice to the Superintendent and Board of Education on exemplary HR practices.
- In collaboration with senior management, is responsible for negotiating collective agreements.

The Ideal candidate must have the following:

- a recognized post-secondary business program majoring in Human Resources/Labour Relations, relevant certification (CPHR) or an equivalent combination of education and leadership at the school or district level with human resources experience;
- considerable experience working in a complex multi-union labour relations environment, preferable in a School District or the Public Sector or/an experienced school or district leader with an outstanding record of effective leadership at the school or district level with human resources experience
- an extensive knowledge and understanding of human resources services, and labour relation practices;
- a valid driver's license with access to reliable transportation

The ideal candidate will have the following:

- a forward-thinking vision to implement reflective human resources practices
- a commitment to individual and team professional development
- a collaborative, motivating, team-building style of leadership
- previous human resources leadership experience (preferably in a public sector organization)
- an exemplary record of relationship-building with staff, unions, management, and educational partners
- labour relations experience
 - grievance management
 - collective agreement administration
 - conducting investigations
- skills in Wellness and Attendance Support initiatives
- strong practice in recruitment and selection and
- experience in onboarding new employees

This senior position within the School District will have an appropriate salary and benefit package. The start date for this position is to commence at a mutually agreeable time. The District anticipates a transition period between existing leadership and the successful candidate.

Interested candidates are invited to submit their application, complete with a cover letter, curriculum vitae, proof of degree(s), professional certifications, a statement of personal philosophy where it relates to this position, and a list of three professional references, with permission to contact each in confidence. One must be your current supervisor.

This position will remain open until a suitable candidate has been identified. Applicants received prior to 12 p.m. on Thursday, January 14, 2021 can be assured careful consideration. Interested applicants must apply electronically through www.makeafuture.ca/campbell-river to:

**Dr. Jeremy Morrow, Superintendent of Schools
School District 72
425 Pinecrest Road, Campbell River BC, V9W 3P2**