



JOB OPPORTUNITY

The Kativik Regional Government (KRG), a supra municipal body with jurisdiction over the territory located north of the 55th parallel, is now looking for a self-motivated and dynamic individual interested in joining the KRG to work in the capacity of:

DIRECTOR, HUMAN RESSOURCES (Two (2) year contract with possibility of renewal)

Reporting to the Director General, the Director, Human Resources (HR) is responsible for planning, organising, coordinating and managing all functions and activities in the area of human resources for the KRG. The Director is responsible for ensuring and maintaining that the highest level of services are provided by the HR department. More specifically, the Director will;

RESPONSABILITIES

- Plan, organise and manage all activities falling under the scope of the HR Department;
- Oversee the work of the Assistant Director HR and lead the HR team;
- Oversee the Department's financial and material resources, including budget preparation and revision;
- Ensure that the KRG is compliant with all applicable laws, regulations, policies and procedures in the field of HR;
- Support the Director General and department directors by providing recommendations and counsel on more complex issues;
- Make presentations to and assist the KRG's Executive with HR issues, as is required;
- Review staffing priorities and strategies and oversee the recruitment and selection processes;
- Oversee the management of benefits plans including Group Insurance Plan, Defined Contribution Pension Plan and Group RRSP;
- Manage and update overall health and safety plan, make recommendations and determine appropriate strategy, including oversight of the processing of individual compensation claims;
- Develop, update and implement human resources policies and procedures;
- Participate in various committees such as labour relations, housing, health and safety, etc. ;
- Participate in collective agreement negotiations and update working conditions applicable to management employees, as required;
- Oversee the coordination of training activities and ensure the application of Bill 90.

QUALIFICATIONS

- University degree in human resources, labor relations or in a related field, equivalent work experience will be considered;
- Minimum of ten (10) years of relevant progressive work experience including at least five (5) years in a management role, as well as significant experience in a unionized environment;
- Membership in professional association or organization (CHRP, CHRA or CRIA) will be considered an asset;
- Work experience in a municipal or public organization will be considered an asset;
- Demonstrated experience in labor and employee relations;
- Proven leadership and decision-making skills as well as strong organizational skills and detail oriented;
- Ability to work on multiple projects simultaneously and deliver within tight deadlines;
- Excellent conflict resolution and interpersonal skills;
- Strong /written and verbal communication skills as well as an ability to communicate verbally and in writing in two of the following languages: English, French or Inuktitut;

- Experience in a cross-cultural environment will be considered an asset, (preferably within native communities);
- Be willing and available to travel in Nunavik and outside the region;
- Knowledge of the Microsoft Office Suite;

Place of work: Kuujuaq
Salary: Min. \$124,515 yearly – Max. \$171,209 a year.
Other benefits: Cost-of-living differential: minimum of \$8 500 annually;
Food allowance: minimum of \$3 903 annually;
Annual leave trips: maximum of 3 per person annually;
Pension Plan;
Group Insurance Plan;
Vacation: 30 days annually;
Statutory holidays: 20 days including 10 days during the Christmas period.

Please submit your resume and cover letter to Human Resources Department, Kativik Regional Government, by email to rharvey@krq.ca

The KRG is an equal opportunity employer. In accordance with this and with the James Bay and Northern Québec Agreement, conditions may vary to promote the employment of Inuit candidates.

Only candidates selected for an interview will be contacted.