



**JOB SUMMARY:**

The Manager, HR Business Partner will be a key member of the HR leadership team and will partner with the organization to achieve its objectives by identifying human resources and organizational development issues. He/she will design, develop, and deliver tailored HR solutions to the business units' needs, specifically in the areas of labour relations, employee relations, talent management, workforce planning, and performance management.

**RESPONSIBILITIES:**

- Support driving strategic initiatives and achieving organization objectives through HR leadership, support and strategic thinking and collaborate with a variety of stakeholders to develop and implement creative solutions aligned with CLT's vision and strategic direction in support of the overall goal of providing quality customer support and services
- As a strategic and results-oriented HR consultant, acting as a business partner to both the leadership and employee community, the HR Business Partner will be responsible for delivering effective HR solutions and services to help CLT meet their business objectives. Supporting CLT's culture and employment brand, he/she will help define the people solutions required to build and maintain employee attraction, engagement, retention and high performance
- Engage as a strategic advisor in all aspects of HR long and short-term planning, performance management and leadership development, recommending innovative solutions to managers and supervisors to manage their teams
- Will liaise with managers, union representatives and senior executives, where necessary, to discuss and resolve employee/union grievances, complains and issues; provide support to the CHRO in preparing for and conducting labour negotiations
- Be the people champion for CLT's values and culture; serve as the change management lead from a people perspective; be a key player in the development of the agency's vision and work culture improvement strategies; collaborate and endorse transformational change initiatives that align with corporate objectives

**QUALIFICATIONS:**

Candidates must have experience that includes –

- Demonstrated leadership success and knowledge of relevant employment law and HR theory and practice with a full working knowledge of all other facets of Human Resources and full exposure to all Human Resources functions
- A full working knowledge of project management disciplines, including developing analytical reports
- The ability to design and implement strategies which maximize employee potential and foster high ethical standards in meeting CLT's vision, mission and goals
- Working in a unionized environment, with a solid understanding of Collective Agreements, and solid skills in Negotiations; a thorough knowledge and understanding of legislative and compliance requirements

Candidates must possess the following attributes –

## MANAGER, HUMAN RESOURCES BUSINESS PARTNER

January 6, 2017

- Leadership – Possesses not only leadership of HR but a broader ability to lead change and influence an organization from a position of credibility and competence
- Strong Relationship Building and Management Skills – a change agent and strategic business partner
- Self-Confidence
- Exceptional Assessment Capability – exemplary understanding of people and motivations; exceptional empathy
- Understands and embraces the value of an inclusive and diverse workforce where all employees feel valued, respected and understood
- Superior Communications Skills
- Ability to professionally handle confidential material and associated issues
- Ability to engender trust and respect and has the ability to establish natural, comfortable working relationships with the CHRO, the CEO, the CFO, management team, the Board, the stakeholders, all unionized and non-unionized employees

Prerequisites include –

- A minimum of 7 years of progressive experience as a Human Resources Business Partner in an organization of similar size is required; at least 3+ years of people management experience
- Post-secondary education is preferred – university or college degree or diploma in Human Resource Management or a related business field with an MIR
- Recognized human resources designations are required – CHRP or CHRL
- Collective bargaining and labour relations experience is required
- Working knowledge of relevant employment law and human resources theory and practice
- Program and change management experience is required; exposure to and understanding of lean principles is required
- Sensitivity to the CLT culture
- Ongoing community involvement preferred

The position is located at Community Living Toronto's Corporate Office in downtown Toronto. Compensation is competitive.

To be considered in complete confidence, please submit your resume to:

Maureen O'Reilly, Maureen O'Reilly & Associates [maureen@maureenoreilly.com](mailto:maureen@maureenoreilly.com)

**OR**

David Barnes, Barnes Management Group [david.barnes@barnesmanagementgroup.com](mailto:david.barnes@barnesmanagementgroup.com)

Deadline date for Internal Applicants is January 19, 2017
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*Community Living Toronto is an equal opportunity employer.*