Human Resources Consultants

The HR Consultants are available to provide strategic, forward-thinking consultation to help the colleges and departmental leaders and their units with a range of human resources matters. Each University of Guelph college and department or unit has a Consultant assigned to it. The Consultants work diligently to understand departmental needs and objectives, so they can advise on programs and practices that support departmental requirements.

HR Consultants work closely with their clients to assist them in the following ways:

- Consulting and advising clients on interpretation and administration of collective agreements [1], Human Resources policies [2], and applicable employment legislation;
- Providing guidance to leaders/managers in the administration of Performance Management Programs (G.O.A.L) [3];
- Continuously developing the capacity of supervisors and managers to effectively deal with employee and team challenges;
- Delivering advice and potential solutions to employee relations and work climate issues;
- Advising clients and/or actively participating in the initial stages of the complaint/internal grievance process;
- Providing advice and direction with respect to performance management and disciplinary outcomes;
- Working with Occupational Health & Wellness [4] to facilitate complex accommodation and return to work processes;
- Working closely with leaders to determine short and long term staffing needs [5] and organizational restructuring/redesigning;
- Developing individualized recruitment strategies for hiring departments including providing guidance and advice on all aspects of the recruitment and selection process [6];
- Providing consultation on job design [7] and compensation structure [8], reviewing and analyzing banding requests, and making recommendations based upon established criteria.

**Jennifer Adair**

Phone: (519) 824-4120 Ext. 58505  
Email: jenadair@uoguelph.ca [9]

- Advanced Analysis Centre & Other Academic Support (Guelph Genomics Facility, NMR Centre)  
- Centre for International Programs  
- College of Biological Science  
- College of Engineering & Physical Sciences  
- Guelph Humber  
- Laboratory Services Division  
- MacDonald Stewart Art Centre  
- Ontario Veterinary College  
- OVC Health Sciences Centre  
- Real Estate Division

**Jessica Hanson**

Phone: (519) 824-4120 Ext. 53426  
Email: hansonj@uoguelph.ca [10]

- Financial Services (Treasury Operations, Controller, Purchasing Services, Office of Investment Management, Research Financial Services)  
- Gordon S. Lang School of Business  
- Hospitality Services
Human Resources Consultants
Published on Human Resources (https://www.uoguelph.ca/hr)

- Human Resources
- Mail Services
- Radio Gryphon
- Student Affairs (Athletics, CCLC, Co-operative Education & Career Services, Sexual Violence Support Centre, Student Experience, Student Housing, Student Wellness)

Susan Pollock
Phone: (519) 824-4120 Ext. 56599
Email: pollocks@uoguelph.ca

- Associate VP Academic
- Budget Office, Institutional Research & Planning
- Campus Safety Office
- Central Administration Offices (Audit Services, FASR, Office of Legal Counsel, University Secretariat, President's Office, VP External, VP Finance & Operations)
- Computing & Communications Services
- External Relations (University and Community Relations, Communications & Public Affairs)
- Office of Diversity & Human Rights
- Ontario Agricultural College
- Open Learning and Educational Support
- Parking Administration
- Physical Resources (Design Engineering & Construction, Maintenance & Energy Services, Environmental Services)

Robert Sinclair
Phone: (519) 824-4120 Ext. 56147
Email: rsincl07@uoguelph.ca

- Alumni Affairs & Development
- Arrell Food Institute
- Central Administrative Offices (Vice President Research)
- College of Arts
- College of Social & Applied Human Sciences
- Food From Thought
- Graduate Studies
- Office of Research
- Library
- Registrarial Services
- Tri University Consortium
- University Centre

Source URL: https://www.uoguelph.ca/hr/hr-services-about-human-resources/human-resources-consultants

Links
[1] https://www.uoguelph.ca/hr/hr-services-staff-relations/employee-groups-agreements
[2] https://www.uoguelph.ca/hr/managers-policies-standards-agreements/hr-policies
[3] https://www.uoguelph.ca/hr/managers/generating-ongoing-achievement-learning-goal
[4] https://www.uoguelph.ca/hr/hr-services/occupational-health-wellness
[5] https://www.uoguelph.ca/hr/managers-recruitment-selection-orientation/request-hire
[6] https://www.uoguelph.ca/hr/managers/recruitment-selection-orientation
[7] https://www.uoguelph.ca/hr/managers/job-design-job-evaluation