### **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 <u>collective agreements</u> [1], <u>Human Resources policies</u> [2], and applicable employment legislation;
- Providing guidance to leaders/managers in the administration of <u>Performance Management Programs</u> (GOAL 2.0) [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 <u>Occupational Health & Wellness</u> [4] to facilitate complex accommodation and return to work processes;
- Working closely with leaders to determine short and long term <u>staffing needs</u> [5] and organizational restructuring/redesigning;
- Developing individualized recruitment strategies for hiring departments including providing guidance and advice on all aspects of the <u>recruitment and selection process</u> [6];
- Providing consultation on job design [7] and compensation structure [8], reviewing and analyzing banding requests, and making recommendations based upon established criteria.

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- Central Administrative Offices
- Child Care Operations
- · College of Arts
- External Relations
- Financial Services/IRP
- Gordon S. Lang School of Business
- · Graduate Studies
- · Ontario Agricultural College
- Parking Administration (Hospitality)
- · University Centre

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- College of Biological Science

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- Computing Communication Service
- Food From Thought
- Lab Services Division
- Library
- Other Teaching Units

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- Athletics
- · Campus Safety Office
- College of Social and Applied Human Science
- Other Academic Support
- Registrar
- · Research Services Office

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- Student Housing Services

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- AAC & Other Academic Support
- · Art Gallery of Guelph
- College of Engineering & Physical Science
- Hospitality Services
- Human Resources
- Open Learning and Educational Support
- Real Estate Management
- Student Affairs
- Student Wellness Services
- University General Expense

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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/goal-20 [4] https://www.uoguelph.ca/hr/hr-services/occupational-health-wellness [5]

https://www.uoguelph.ca/hr/managers-recruitment-selection-orientation/reguest-hire [6]

https://www.uoguelph.ca/hr/managers/recruitment-selection-orientation [7]

https://www.uoguelph.ca/hr/managers/job-design-job-evaluation [8] https://www.uoguelph.ca/hr/hr-services/total-compensation [9] mailto:nfeil@uoguelph.ca [10] mailto:ykayode@uoguelph.ca [11] mailto:anam01@uoguelph.ca [12] mailto:akopansk@uoguelph.ca [13] mailto:mcanults@uoguelph.ca [14] mailto:nvritsio@uoguelph.ca