Human Resources Consultant

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Professional and Managerial Group

Human Resources Consultant

Human Resources

Hiring #: 2019-0565

Please read the Application Instructions [1] before applying

The University of Guelph is ranked as one of Canada's top comprehensive universities because of our commitment to student learning and innovative research. We are dedicated to cultivating the essentials for our quality of life - water, food, environment, health, community, commerce, culture and learning. The University community also shares a profound sense of social responsibility, an obligation to address global issues and a concern for international development.

Human Resources (HR) supports the University’s commitment to excellence in teaching, research and community service through the provision of quality HR programs and resources. We create and sustain partnerships that enable the University of Guelph to achieve its vision through innovative and supportive people practices, including cultivating sound core leadership and management. We strive to be leaders in fostering excellence, productivity, respect and fairness as we work to strengthen the University’s ability to attract, develop and retain talent in this diverse, work and learning environment.

This position is part of a team of four consultants, who report to the Director, Human Resources (Staff Relations). Each Human Resources Consultant provides day to day HR business partnership and support & provides strategic solutions to a diverse client group in a fast paced, team-oriented environment.

Responsibilities: Provide a consultancy service to management and staff in all areas of human resources including staff relations, outreach and recruitment, learning and development, performance management; establish customer requirements; identify and facilitate the resolution of specific HR issues to provide a value added service; develop and maintain professional working relationships with both internal and external clients, including various employee groups and bargaining units to ensure the provision of a quality and cost-effective service; identify and recommend changes to current systems and procedures to ensure high standards; be responsible for ensuring one’s own continuing professional development and the development of others.

Requirements: A post-secondary degree in a related field and five+ years of progressive generalist experience in Human Resources or an equivalent combination of education and experience; extensive knowledge of employment legislation and current employment best practices; must have demonstrated experience working in a multi-union environment, preferably in the public or broader public sector; must have a passion for excellence; demonstrated ability to influence; outstanding oral and written communication and problem solving abilities; experience with the consultative model of providing human resource service; ability to drive results; strong customer relationship skills; team player and a self starter with ability to work independently; experience with facilitation, conflict resolution and change management is highly desirable. The completion of or working towards a CHRP or CHRL designation would be considered an asset.

Position Number            060-041
Classification                  P05*

Professional/Managerial Salary Bands [2]

*Tentative evaluation; subject to committee review.
At the University of Guelph, fostering a culture of inclusion [3] is an institutional imperative. The University invites and encourages applications from all qualified individuals, including from groups that are traditionally underrepresented in employment, who may contribute to further diversification of our Institution.

Posting Date: 2019 10 07
Closing Date: 2019 10 22

Source URL: https://www.uoguelph.ca/hr/careers-guelph/current-opportunities/human-resources-consultant

Links
[1] https://www.uoguelph.ca/hr/careers-guelph/how-apply
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