**Manager, Labour Relations**

**Join the team:**

The Surrey School District is a large, dynamic and progressive employer. With over 10,000 employees, we serve in a diverse, multicultural urban centre, and offer a broad range of innovative programs and services to our students and staff. Surrey School District is the largest school district in BC and is still growing! We embrace change and look forward to exciting opportunities that come with this growth.

**About the position:**

Reporting to the Director of Employee / Labour Relations, the **Manager of Labour Relations** primarily supports the Teacher’s Union component of our workforce. This manager will work closely with four District Principles and the Director of Employee / Labour Relations and as an individual, plays an important part in an upbeat and positive HR team as well as being a key participant on the HR Management team.

**Responsibilities include:**

* Conducts and / or oversees discipline processes and investigations, including allegations of harassment, generally related to teaching staff but occasionally with support staff or exempt employees.
* Conducts and / or oversees teacher union grievances.
* When required, provides strategic advice to the District’s senior staff including Senior HR staff.
* Supports all aspects of HR and develops positive relationships with the Unions, Associations, BCPSEA and other stakeholder groups.
* Ensures appropriate interpretation and administration of the Collective Agreements and related contracts.
* Provides labour and employee relations advice consistent with the terms of the Collective Agreements, District policy and regulations, the School act and Provincial labour laws.
* Mentors and guides HR District Principals in Labour Relations and Investigative matters when required.
* Oversees employee labour relations processes that support successful outcomes and relationships with various stakeholders, including union groups.
* Manages and participates in the grievance process ensuring that the proposed solutions maintain the integrity of the district and are within the terms and spirit of the collective agreements.

**Required education and experience:**

* A bachelor’s degree in human resources, business administration or a related field,

***and***

* A minimum of seven years of experience in employee / labour relations with increasing responsibility and complexity.

**Required knowledge and skills:**

* Knowledge of applicable provincial laws and regulations, especially related to employment and labour law.
* Knowledge of provincial labour relations environment including arbitral jurisprudence.
* Superior communication and organizational skills.
* Ability to develop excellent working relationships and establish personal credibility with individuals at every level of the organization.
* Ability to anticipate and assess potential risks, issues and opportunities from both a business line and organizational perspective and to make balanced recommendations for resolution.
* Experience in conflict resolution and mediation.
* Experience in conducting grievance meetings.
* Experience in discipline proceedings, settlement agreements and terminations with and without cause.
* Experience in grievance arbitrations.

**Assets**

* Professional certification or designation such as CHRP.
* Experience in collective bargaining and negotiations.
* Previous experience in K – 12 sector.

**What you can expect from us:**

This is a great opportunity to join a winning team. We are proud of our education successes but also our employment environment. We are one of British Columbia’s Top 100 Employers, and a “Canada’s Greenest Employer” recipient.

The School District offers a positive work environment that allows you to reach your full potential both professionally and personally. We value career growth and professional development and offer a competitive compensation package.

**Interested and qualified applicants should apply on** [**Make a Future**](http://makeafuture.applytoeducation.com/Applicant/AttJobPosting.aspx?JOB_POSTING_ID=be62f761-72ea-41cd-89b7-58a780f6647b&PAGE=1&locale=en&maf=1,%20http://makeafuture.applytoeducation.com/Applicant/AttJobPosting.aspx?JOB_POSTING_ID=be62f761-72ea-41cd-89b7-58a780f6647b&PAGE=1&locale=en&maf=1) **or forward their resumes with supporting documents, references and cover letter, quoting the competition number by 4pm Friday August 2nd, 2019.**

**Competition # MLR:1051-19**

Human Resources Department

School District 36 (Surrey)

14033 92 Ave, Surrey, BC V3V 0B7

**Note:** Faxed resumes will not be accepted. The successful applicant will be required to consent to a Criminal Record Search prior to employment. Only applicants selected for interviews will be contacted. To all others, thank you.