



Inspired by research.
Driven by compassion.

Inspiré par la recherche.
Guidé par la compassion.

Manager, Labour and Employee Relations

The Ottawa Hospital

One of Canada's largest teaching and research hospitals, The Ottawa Hospital is a multi-campus academic health sciences centre serving the 1.2 million residents of Ottawa and Eastern Ontario, in both English and French. Working together with its research institute, the University of Ottawa, and other partners, the hospital is continually gaining national and international recognition for high-quality patient care, teaching and research.

Position Description

The Ottawa Hospital is seeking a dynamic leader to join its team in an exciting opportunity to serve as the Manager, Labour and Employee Relations. Reporting to the Director, Labour Relations and Volunteer Resources, this position is responsible and accountable for managing all aspects of labour relations, including collective bargaining, the grievance and arbitration process, and labour-management relations. In demonstrating TOH Values, the Manager will lead with a commitment to teamwork and quality, with compassion and respect for the individual.

The Manager will also be integral to upholding the vision of the Hospital, to provide each patient with the world-class care, exceptional service and compassion that we would want for our loved ones.

Essential knowledge and experience

- University degree in Business, Human Resources, or in a related discipline;
- Five to eight years progressively responsible experience in Human Resources, of which at least five are in a Labour Relations/unionized work environment;
- Experience in providing advice, support and facilitation with regard to Labour and Employee Relations matters, including grievance and arbitration, discipline, performance, attendance management and other conflict situations;
- Demonstrated experience in collective bargaining;
- Solid knowledge of Human Resources policies and procedures, and employment-related legislation (Labour Relations Act, Pay Equity Act, Human Rights Code, Occupational Health and Safety Act, Workplace Safety and Insurance Act, Employment Standards Act, Hospital Labour Disputes Arbitration Act, etc.);
- Superior knowledge of legal principles and framework associated with all aspects of Labour Relations (including collective bargaining, grievance arbitration, discipline and discharge, performance management, attendance management, etc.).

Competencies

- Exceptional management and leadership skills;
- Excellent planning, organizational, prioritization, and time management skills;
- Strong problem-solving and decision-making skills;
- Self-motivated, solid judgement, discretion, and interpersonal skills;
- Strong oral and written communication skills;
- Exceptional client-service skills.

Preferred Qualifications

- Experience working in healthcare or health-related environment;
- Proficiency in English and French – oral expression (advanced level) and comprehension (advanced level).

How to Apply

If you are interested in being part of the team of health-care professionals at The Ottawa Hospital, please submit an online application via our external website by clicking the following link and applying to **Job Opening ID 59800**.

<https://www.ottawahospital.on.ca/wps/portal/Base/TheHospital/CareersAndVolunteering/Careers>

We thank all those who apply but only those selected for further consideration will be contacted. Upon request, accommodations due to a disability are available throughout the selection process.

The Ottawa Hospital is an equal opportunity employer

