



**THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 58 (NICOLA-SIMILKAMEEN)**

ADMINISTRATION OFFICE

P.O. Box 4100, 1550 Chapman Street, Merritt, B.C., V1K 1B8, Phone: (250) 378-5161, Fax: (250) 378-6263

Job Code: 3365282

Director of Human Resources

School District #58 (Nicola-Similkameen) invites applications for the position of Director of Human Resources. We are seeking an experienced, dynamic, and progressive leader to take on this important and challenging role. Duties will commence immediately or as mutually agreed upon.

The Director of Human Resources is a vital member of the district's leadership team and will share in the leadership, management, and future direction of SD58. Specific responsibilities include, but are not limited to development, implementation, maintenance and administration of the district's Human Resources policies and procedures which includes all facets of human resource issues. The Director reports directly to the Superintendent of Schools and Secretary Treasurer.

The ideal candidate will possess:

Completion of a University degree with a specialization in human resources or labour relations or an equivalent combination of education, training, and experience. A human resources professional designation is preferred.

- Demonstrated understanding and commitment to Truth and Reconciliation
- Experience as a strategic and progressive senior human resources generalist with specific experience working in a complex unionized environment. Experience in a school district or public sector is an asset.
- Demonstrated ability to interpret and administer collective agreement provisions, lead investigation processes, and manage staff performance issues
- Proven knowledge and abilities in the areas of HR systems, recruitment, and employee relations
- Experience coaching and mentoring principals/vice principals and other staff
- Demonstrated ability to work independently under pressure, meet tight deadlines, manage multiple projects, analyze data and prepare reports and effectively handle change
- A track record of proactively creating consultative and collaborative partnerships/relationships with internal and external stakeholder groups including successfully working in a team environment
- Superior interpersonal, communication, conflict resolution, organizational and planning skills
- Proven managerial courage with an ability to have difficult, appropriate discussions with relevant individuals at all levels
- Proven ability to deal tactfully and decisively with sensitive client issues while maintaining the highest level of customer service and confidentiality

The School District

In School District No. 58 (Nicola-Similkameen), we recognize that we learn, teach and work on the ancestral, traditional and unceded territories of the Nl̓eʔeKɛpmx and Syilx people, and we acknowledge our Métis communities and their contributions to the Aboriginal ways of being, knowing and doing.

Our Strategic Plan has a "Success for ALL Learners" focus, supported by a dedicated staff, engaged rightsholders and partners who share a genuine commitment to the district. The district offers rich programming to just over 2400 students, 48% of whom are Indigenous. We are proud of our work towards Truth and Reconciliation and are committed

Success for ALL Learners ~ Today and Tomorrow

to continuing this important work. The district serves the two communities of Merritt and Princeton, six First Nations Bands, the Métis and the Conayt Friendship Society.

The Communities

Merritt, where the office is located, is in the Nicola Valley and is the hub of a highway system that links Kamloops, Kelowna, and the Lower Mainland. Ranching, forestry, and tourism are the major industries in the valley. Merritt's affordability, proximity to larger urban centers and its abundant recreational opportunities in all four seasons make it an ideal place to live.

Princeton is in the Similkameen Valley and is a year-round centre for outdoor recreation. A small rural community that makes a big impression. Hiking trails, historical sites, festivals, and events combine with local hospitality to make for a great place to live.

The combination of good working conditions, strong community support for schooling, and excellent recreational amenities makes these areas a highly desirable location to live and work.

Applications

Your application package must include a complete resume, including supporting documentation and a minimum of three (3) professional references. For further information about this exciting career opportunity, please contact Dylan Richardson, Secretary Treasurer at 250-378-5161.

This posting will be ongoing until filled.

All submissions will be accepted through www.makeafuture.ca

We thank all applicants for their interest; however, only those selected for interviews will be contacted.