HEALTH SCIENCES ASSOCIATION
The union delivering modern health care

EXTERNAL JOB POSTING

Date:	July 21st, 2021
Position:	**Labour Relations Officer - Classifications**
Department:	Classifications
Status:	Temporary / full-time
Term:	to December 31st, 2021 with possibility of extension
Salary:	per HSA/HSASU collective agreement
Start:	On selection of the successful candidate
Responsible to:	Membership Services Coordinator – Classifications

To support employment equity at HSA that reflects the diversity of the HSA membership and of our province, women, visible minorities, workers of colour, Indigenous Peoples, persons with disabilities, persons of diverse sexual orientation, gender identity or expression (LGBTQI2S+), are encouraged to apply for positions with the HSA.

Position Summary

Under the general direction of the Membership Services Coordinator - Classifications, the LRO is responsible for supporting HSA stewards in the administration of the classification provisions of HSA's collective agreements including analyzing job descriptions, negotiating directly with employers and grievance handling. She/he is also an internal resource to other staff on classification matters.

Duties and Responsibilities

- Serve as a resource to staff and members on classification issues
- Interpret and administer the classification provisions of the collective agreements
- Process classification grievances at the appropriate stage of the grievance process
- Organize classification project work
- Scrutinize job descriptions and negotiate appropriate classifications with employers' bargaining agents
- Apply professional criteria in evaluating the appropriate bargaining unit for a position
- Use effective negotiating and communication skills, including public speaking, report and letter writing
- Attention to detail and have strong organizational and strategic planning abilities
- Other duties, as assigned

Qualifications and Requirements

Labour Relations Officer positions require hard work, self-reliance, ability to deal with stress and flexibility in personal arrangements.

Specifically, the successful candidate will have:

- Extensive union experience in HSA or another union, including responsibility for representing members at higher stages of the grievance procedure. Minimum two years' experience as a Labour Relations Officer is preferred
- Post-secondary education in a health or social services field, or in an Industrial Relations program or equivalent
- A thorough knowledge of HSA collective agreements
- Knowledge of classifications systems applicable to HSA members
- Knowledge of labour and human rights legislation
- Commitment to trade union principles
- Demonstrated advocacy and problem-solving skills
- Outstanding written and oral communications skills
- High attention to detail

This position also requires an ability to travel anywhere in the province on short notice. Possession of a valid BC Driver's License and vehicle is required.

Closing Date: Friday August 6th, 2021

Please forward applications
which includes a cover letter & resume by e-mail:

To: Josef Rieder
Director of Human Resources
Health Sciences Association
via e-mail at: jrieder@hsabc.org