

## EMPLOYMENT OPPORTUNITY

### Labour Relations Officer - DTA (Regular / Full-time)

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*HSA is committed to recruiting and retaining diverse staff and encourages people who experience marginalization (including but not limited to Indigenous Peoples, racialized/people of the global majority, women, people with disabilities, 2SLGBTQIA+, gender diverse, newcomers, and diverse faiths) to apply for career opportunities within our organization.*

*HSA recognizes the efforts of our employees and is committed to excellent compensation, superior benefits, and ongoing recognition to maintain work/life balance.*

#### Position Summary

Under the general direction of the Membership Services Coordinator - Disability Management (RTW/DTA/EDMP), the DTA Labour Relations Officer (LRO) will represent HSA members and assist EDMP Representatives and Stewards with issues related to Duty to Accommodate and Return-to-Work situations. The DTA LRO is a resource for members on return-to-work, accommodation-related matters, collective agreement interpretation, and grievance handling. The DTA LRO builds relationships with employers and third-party stakeholders to effectively advocate for HSA members.

#### Duties and Responsibilities

- Inform members about their collective agreement rights and obligations.
  - Provides contract interpretation and labour relations advice.
  - Assists EDMP Representatives on complex return-to-work matters.
  - Serves as the primary spokesperson for the union at grievance meetings.
  - Investigating and negotiating Return to Work (RTW) and Duty to Accommodate (DTA) agreements consistent with the Human Rights Code, relevant legislation, and applicable collective agreement language.
  - Communicating with employer representatives and stakeholders about return-to-work and accommodation issues, resolving grievances, and addressing related problems.
  - Guides members through processes related to occupational health and safety, workers' compensation, and long-term disability.
  - Assists members with all aspects of returning to work after medical leave due to illness or injury, as well as supporting those who are at work and struggling due to medical reasons.
- Performing other related duties as assigned.

## Qualifications & Requirements

- Disability Management Professional accreditation or designation (such as CDMP, CRTWC, RRP, etc.)
- Minimum of three years' recent directly related experience
- Demonstrable ability in:
  - Collective agreement administration
  - Negotiating Duty to Accommodate and Return to Work Agreements
  - Liaising effectively with various stakeholders as well as proven analytical and problem-solving skills
  - Understanding best practices with respect to disability management, including familiarity with addictions
- Extensive knowledge and understanding of:
  - Human rights legislation
  - Privacy legislation
  - Relevant arbitral jurisprudence
  - Integrated disability management programs, and disability benefit programs
  - Government, community, and other resources available to disabled employees
- Understanding of and commitment to equity, diversity, and inclusion
- Excellent written, verbal and presentation skills
- Outstanding listening skills and capacity for empathy
- Solid communication, organizational and conflict resolution skills in order to effectively drive positive case management outcomes
- Ability to handle high pressure workload, problem solve difficult cases, and negotiate potentially contentious situations
- Excellent time management, follow-up, and prioritization skills
- Commitment to trade union principles
- Possession of a valid BC Driver's License and vehicle is required
- Ability to travel throughout Province as required, sometimes on short notice
- Or an equivalent combination of education, skills and experience

**Salary Range:** \$111,079.28 to \$127,932.69 based on a 36.83-hour average work week as per the HSASU/HSA Collective Agreement. In addition to a competitive salary, HSA offers a generous total compensation package that includes extended health and dental benefits, life insurance, income protection, pension plan, wellness and Employee Assistance programs, commuting support, and educational opportunities. Please note that eligibility is based on employment status.

## HOW TO APPLY

If you are interested in applying for this opportunity, please email your cover letter and resume outlining how your qualifications meet the position requirements to [hr@hsabc.org](mailto:hr@hsabc.org), referencing posting number **DM-LRO-R0126** and position title in the subject line.

**Closing Date: February 15, 2026**

*No phone calls please*

*We thank all applicants for their interest and advise that only those that are shortlisted will be contacted.*