



## EXTERNAL JOB POSTING

<b>Date:</b>	<b>January 14<sup>th</sup>, 2022</b>
<b>Position:</b>	<b>Labour Relations Officer - Servicing</b>
<b>Department:</b>	Labour Relations
<b>Status:</b>	Regular Full-Time
<b>Salary:</b>	per HSA/HSASU collective agreement
<b>Start:</b>	Upon selection
<b>Responsible to:</b>	Membership Services Coordinator – Servicing

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HSA is working towards equity and encourages people who experience marginalization (including but not limited to Indigenous Peoples, people of the global majority, women, people with disabilities, LBTQ2SIA+ 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 - Servicing, the LRO is responsible for supporting HSA stewards in the administration of HSA collective agreements. The LRO is a resource to members on employment related matters such as collective agreement interpretation, grievance handling, workplace conflict, discipline, classifications, occupational health and safety, workplace restructuring, and bargaining. The Labour Relations Officer establishes working relationships with employer representatives to effectively advocate on behalf of HSA members.

### Duties and Responsibilities

- Informs members about their collective agreement rights and obligations
- Provides contract interpretation and labour relations advice
- Assists stewards with the grievance process
- Serves as the primary spokesperson for the union at grievance meetings
- Communicates with employer representatives for the purposes of establishing a working relationship, resolving grievances, and solving problems
- Negotiates agreements including return-to-work, duty to accommodate, labour adjustment, workplace restructuring, and essential services



### **Duties and Responsibilities cont'd**

- Guides members through processes related to occupational health and safety, worker's compensation, and long-term disability
- Provides assistance, as requested, to the Legal Department on matters pertaining to arbitration hearings or Labour Relations Board proceedings
- Other related duties and special projects as assigned

### **Qualifications and Requirements**

LRO positions have a large workload and may require a high level of flexibility and adaptability due to the ever changing and sometimes urgent nature of labour relations work.

The position may be assigned to any area within the labour relations and legal services department.

Specifically, the successful candidate will have:

- In depth understanding and skills in being responsible for representing employees at higher stages of the grievance process
- Post-secondary education in a health or social services field, or in an Industrial Relations program or equivalent
- Knowledge of labour and human rights legislation
- Commitment to trade union principles
- Demonstrated commitment to equity, diversity, decolonization and inclusion
- Demonstrated advocacy and problem-solving skills
- Outstanding written and oral intercultural 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 licence and access to a vehicle is required.

**Closing Date: Sunday, January 30<sup>th</sup>, 2022**

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

**To: Josef Rieder  
Director of Human Resources  
Health Sciences Association  
via e-mail at: [jrieder@hsabc.org](mailto:jrieder@hsabc.org)**