



## EXTERNAL JOB POSTING

<b>Date:</b>	<b>June 3<sup>rd</sup>, 2021</b>
<b>Position:</b>	<b>Labour Relations Officer - Servicing</b>
<b>Department:</b>	Labour Relations
<b>Status:</b>	Temporary / Full-Time
<b>Term:</b>	to Dec 31 <sup>st</sup> , 2021
<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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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 - 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
- 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

Labour Relations Officer positions require hard work, self-reliance, ability to deal with stress and flexibility in personal arrangements. The position may be assigned to any area within the labour relations and legal services department.

Specifically, the successful candidate will have:

- Labour relations experience, including responsibility 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 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 licence and vehicle is required.

**Closing Date: Sunday June 20<sup>th</sup>, 2021**

**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)**