



Job Posting

Director, People Development

Employment Category: Full Time

Hours: Flexible work schedule requiring some evenings and weekends

Compensation: \$70,000 - \$80,000 annually

Placement Date: June 27, 2022

Work Location: A combination of remote and onsite (hybrid)

Our Mission:

The YMCA in Canada is dedicated to the growth of all persons in spirit, mind and body, and to their sense of responsibility to each other and to the global community.

Our Vision:

Our values are caring, honesty, respect, responsibility, and inclusiveness. These are central to our mission, guiding our behaviours, attitudes, and actions.

Nature & Scope:

The Director, People Development reports directly to the CEO of the YMCA of Eastern Ontario. The incumbent is an essential member of the senior leadership team. Working collaboratively with other senior leaders, the Director is a strategic partner and trusted advisor to the CEO, and consultant to the management team, supporting operations and assisting in enhancing the Association business performance. The Director will be a subject matter expert in core Human Resources (HR) and Employee Relations and is responsible for spearheading all Association activities relating to employee engagement, performance management, people development plans, compensation, as well as total rewards programs including healthcare, retirement and well-being programs. This position oversees the HR Department and-serves on the Executive Management Team.

Responsibilities:

The successful candidate will carry out planning, implementation and evaluation of strategies, initiatives and a wide range of other tasks within the following areas of responsibility:

- Strategic planning and management
- Human Resources
- Employee Benefits
- Leadership
- Association Support

Qualifications & Work Requirements:

- Professional Designation (CHRP, CHRL) an asset.



- Exhibit a commitment and passion for the mission and values of the YMCA, as well as our strategic vision, while also having the acumen and finesse to handle multiple responsibilities, mixing long-term projects with the immediate demands.
- Must possess integrity, exceptional judgment and communication skills.
- Must exhibit the skills to collaborate with and achieve actionable results through work with others, the ability to build strong and sustainable relationships, and the capability to interact within all levels of the organization as well as with external partners.
- University Degree in related field
- Minimum 5 years progressive business management experience with responsibility for Human Resources, working with all levels across an organization.
- Comprehensive understanding of compensation and benefits administration.
- Ability to deal with a broad range of Human Resources and Employee Relations matters.
- Strong practical knowledge of relevant legislation including ESA, Human Rights, OHS, & AODA.
- Advanced knowledge of and demonstrated experience overseeing and managing an HRIS (time and attendance system) preferably Dayforce/Ceridian products. Proficient skills in MS Office Suite, specifically in: Word, Excel, and PowerPoint.
- Self-started with excellent problem solving and analytical skills.
- Demonstrated achievement in people management.
- Flexibility in adapting to the growing and changing needs of a unified organization.
- Flexible work schedule including evenings and weekends. Ability to travel within region on regularly basis.
- Criminal Reference Check (CPIC) including Vulnerable Sector Check completed not more than 120 days prior to interview, with results acceptable to the YMCA of Eastern Ontario.
- Current Standard First Aid and CPR certifications preferred

Executive Core Competencies:

Leadership – Demonstrate the ability to lead people toward meeting the Association’s vision, mission, and goals. Provide an inclusive workplace that fosters the development of others, facilitates cooperation and teamwork, and supports constructive resolution of conflicts.

Agent for Change – Demonstrate the ability to bring about strategic change, both within and outside the organization, to meet organizational goals. Establish an organizational vision and the ability to implement it in a continuously changing environment.

Results Focused - Demonstrate the ability to meet organizational goals and customer expectations. Have the capacity to make decisions that produce high-quality results by applying technical knowledge, analyzing problems, and calculating risks.

Business Acumen - Demonstrate the ability to manage human, financial, and information resources strategically. Build and manage a workforce based on organizational goals, budget considerations, and staffing needs. Ensure that employees are appropriately recruited, selected, appraised, and rewarded. Manage a multi-



Building healthy
communities

YMCA of
Eastern Ontario

sector workforce and a variety of work situations. Keep up-to-date on technological and security developments and make effective use of technology to achieve results.

Building Relationships – Demonstrate the ability to build partnerships internally and with externally with government agencies, other non-profit and private sector organizations, or national organizations to achieve common goals.

Please apply, in writing, with a résumé and cover letter by May 27, 2022, to:

Anna Hudson
YMCA of Eastern Ontario
345 Park Street
Brockville, Ontario K6V 5Y7
Tel: 613-342-7961, ext. 30
Fax: 613-342-8223
Email: anna.hudson@eo.ymca.ca

We appreciate your interest in a career opportunity with the YMCA of Eastern Ontario. Please note that only those selected for an interview will be contacted. Candidates invited for an interview will be required to submit three professional references.

The YMCA of Eastern Ontario is committed to an environment that is barrier free. If you require accommodation during the hiring process, please inform us in advance so that we can arrange reasonable and appropriate accommodation. The YMCA of Eastern Ontario values the diversity of people and communities and is committed to excellence and inclusion in our Association

This position has been posted internally and externally.