



STZ'UMINUS FIRST NATION

Director of Human Resources – Job Posting

Stz'uminus First Nation is a progressive Nation that is striving for sovereignty through economic and social independence. Stz'uminus has jurisdiction over education with a mission to inspire students to be life-long learners while honoring Stz'uminus culture.

Reporting to the Superintendent of Stz'uminus Education, the Director of Human Resources will deliver a range of professional human resource services that support the Stz'uminus Education's commitment to ensure successful student learning through its people. This is a new position that will have the opportunity to develop and implement best practices, Human Resources Programs and Systems to support an Indigenous and engaged workforce.

The Director of Human Resources will be responsible for the following:

- Research, recommend, and implement Human Resource programs and services through a cultural lens.
- Respond and address human resource matters in conjunction with other educational team members.
- Co-ordinate recruitment and retention strategies and activities
- Champion wellness, employee development, and health and safety programs.
- Advise and assist other Education department leaders on the interpretation and administration of employee relations, policy, and legislative matters.
- Develop and implement a compensation and benefits strategy.
- Proactively develop professional learning and training opportunities to enhance learning for staff on education and emerging technical aspects of their roles.
- Facilitate change strategies to ensure the successful implementation of new initiatives and programs.
- Ensure exceptional orientation and onboarding programs for incoming staff.

Approximately 800 of our 1400 Stz'uminus members live in the community. Stz'uminus Education spans learning for ages 0 through to adults, and 75% of Stz'uminus children attend our schools.

Stz'uminus Education takes a holistic approach to education offering childcare for children 0 – 4 years, JrK to grade 3 at our primary school, grade 4 – age 18 at our community school and post-secondary and higher education at Stz'uminus and through our educational partners Vancouver Island University, UVic, SFU, UBC and more.

Stz'uminus Education employs approximately 85 staff who operate the Stz'uminus education system from 0 to adults. Staff is comprised of teachers, early childhood educators, principals, higher education instruction and coordination, Hul'qumi'num, support staff, administration, operations & maintenance, and transportation.



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We believe in holistic learning and understand emotions are equally important. We are striving towards a trauma-informed practice within all of our schools.

Stz'uminus First Nation is located on the eastern shores of spectacular Vancouver Island with over three-quarters of our Nation surrounded by the beautiful waters of the Salish Sea. We are a short distance to the Town of Ladysmith (population 8,177), featuring all the warmth and charm of small-town living with affordable housing and a full range of services and amenities. The City of Nanaimo is 22 km north of Ladysmith and is known as "The Harbour City." With a growing population of just under 100,000, Nanaimo is the second largest urban centre on Vancouver Island. Visitors and residents often comment about how amazed they are by the natural beauty of the area, mild climate, and the relaxed, yet energetic pace of the city.

We believe and support a healthy work-life balance for our employees, which is reflected in our HR policies. Our beautiful area is perfect to those who like to boat, kayak, hike, bike, fish, and enjoy all that the beautiful west coast has to offer. A local, vibrant arts community abounds, and Nanaimo's Port Theatre presents over 250 productions each year. If you want to get away, we are close to numerous transportation routes: seaplane, ferry, and Nanaimo airport provide easy access to Vancouver, the mainland, and other destinations across Canada and beyond.

Candidate Profile

As an experienced Human Resources practitioner, you are open-minded and receptive to new experiences and ready to embrace and lead change. Your heart and passion are calling to work in Indigenous Education, and you embrace a holistic approach to Human Resources management, recognizing that community, culture, and traditions are integral to Indigenous education – you embrace this vision. You are willing to support, learn, and be part of the Hul'qumi'num language initiatives to generate language speakers.

Minimum Qualifications

- The successful candidate will have a post-secondary diploma in Human Resources Management or a Bachelor's Degree in Human Resources, Business, or a relevant field of study.
- The candidate will have 5-7 years' Human Resources experience, preferably in an education setting.
- Experience as an HR generalist focusing on recruitment and retention, performance management, employee relations, compensation, organizational development, and employment legislation.
- A strong track record of an ability to successfully turn strategy into action.



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- A proven record of promoting, supporting, and leading innovation and change.
- Evidence of a commitment to meaningful consultation, collaboration and team building throughout the education system and Indigenous culture.,
- Experience and understanding of employee engagement, health, and wellness.
- Previous experience with organizational learning, including orientation, onboarding, professional development, and succession planning.
- Demonstrated knowledge and ability to facilitate change management strategies.
- A CPHR designation considered an asset.
- Legally eligible to work in Canada.
- Preference is given to candidates of Indigenous ancestry.

Application

We offer a competitive compensation and benefits package. If you have any questions, please direct inquiries to education.resumes@stzuminus.com.

Please submit your cover letter, and resume including the names of three supervisory references to:

education.resumes@stzuminus.com

A preliminary screening of candidates will transpire on March 6, 2020. Please note that only those candidates short-listed will be contacted.