Fleming College
Director, Employee & Labour Relations

About Fleming
Fleming College is located in the heart of the Kawartha Lakes Region, in Central Ontario – a beautiful place to live and work, surrounded by natural beauty and a mere 90 minutes northeast of downtown Toronto. The College’s 6,000 full-time and 10,000 part-time students, including hundreds of international students, attend at campus locations in Peterborough, Lindsay, Haliburton, and Cobourg. Fleming offers more than 100 full-time programs in Environmental and Natural Resource Sciences, Fine Arts, General Arts and Science, Technology, Skilled Trades, Community Development, Health, Business, and Justice, as well as other Continuing Education courses. Fleming is also extremely proud of the more than 71,000 Fleming alumni who are contributing to their communities in the region, across the province and around the world.

About the Role
Fleming is seeking an experienced, results-oriented human resources and labour relations leader with a track record in building a high-performance team and work environment. Leading a team of HR business partners, the Director, Employee & Labour Relations will work closely with College administration to build leadership capability, develop strong and respectful union relationships, and implement best practices for a positive, engaging, and inclusive work environment for all.

Reporting to the Vice President, Organizational Effectiveness & Human Resources, you’ll lead the College’s labour relations activities, from the interpretation of collective agreements to the management of grievances and arbitrations, as well as all performance management and disciplinary activities. You’ll play a key role in investigating complaints under the College’s harassment and discrimination and conflict of interest policies and procedures. You’ll be responsible for providing expertise and counsel to College leadership directly and through your team.

This opportunity includes both strategic and tactical/operational elements, so the ability to shift back and forth between them is important. At this pivotal time in the College’s history, there is a unique opportunity for the right individual to make a real and positive difference.

You have more than ten years’ progressively responsible human resources and labour relations experience, ideally including within the post-secondary sector or similar, complex environment. Your undergraduate degree is complemented by a professional designation and, ideally, continuing education in the field. You have the proven ability to successfully manage sensitive and high-risk issues with empathy and integrity. You are deeply familiar with Ontario labour legislation and jurisprudence while being a problem-solver and an innovative thinker, with strong conflict management skills. You build strong, capable, agile teams and you are sought out for clear and trustworthy advice/recommendations. You have a track record of cleaning up processes, cutting through unnecessary red-tape, and balancing customer focus with resource constraints and setting clear priorities. You are a strong critical thinker, have good analytical skills, and you’re an excellent communicator. You work equally effectively on your own and as part of a collaborative team.
To succeed at Fleming, it is also essential that you have a deep and abiding commitment to equity and diversity, with proven skills in promoting a respectful and inclusive workplace environment, and the ability to establish trust and build strong relationships and consensus. Fleming is committed to strengthening its relationship with Indigenous Peoples by helping to create opportunities in post-secondary education and ensuring all students and staff gain a deeper understanding and appreciation of Indigenous Peoples. This is a shared responsibility and, it too, will be reflected in your mandate.

To apply to this senior transformative role in postsecondary administration, submit your application to Phelps at careers@phelpsgroup.ca, specifying the job title in the subject line of your e-mail. Application deadline: September 2nd, 2021.

Fleming College is committed to building a diverse, inclusive, and accessible learning and working environment. We welcome and encourage applications from those who would contribute to the further diversification of our community, including, but not limited to, women, racialized persons, Indigenous people, persons with disabilities, and persons of any sexual orientation or gender identity.

Phelps
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