

# Job Title: 103 - Director, Human Resources

CancerCare Manitoba (CCMB) is a provincial agency which provides clinical and academic services for cancer control and treatment of blood disorders. Services provided include prevention, early detection, multidisciplinary treatment, and supportive care. In addition, the Research Institute at CCMB investigates all aspects of cancer and blood disorders, including research to improve the patient's experience while at CCMB.

Everyone who works at CCMB is dedicated to delivering quality care to Manitobans with Cancer and blood disorders. We believe in working with patients as opposed to working for patients.

CCMB is continuously looking for dedicated, driven and enthusiastic individuals who thrive in a fast-paced, team environment. An environment that welcomes change and provides opportunity for personal growth and development, and career advancement.

We are currently inviting applications for the position of:

**Director, Human Resources**  
**Permanent, Full-time (1.0 EFT)**  
**Competition #: 103-23-71120**

## Job Overview:

The Director, Human Resources leads and directs Human Resources staff to ensure that all core human resource services are delivered in a timely, effective and consistent manner.

The Director, Human Resources seeks to support all strategic initiatives from the human resource perspective. A primary focus is to drive employee engagement so as to positively impact the performance and service delivery that staff provides to clients. This involves working with the Executive Leadership Team and representatives from other health services organizations across Manitoba.

Reporting to the Chief of Corporate Service and Finance, with direct access to the President and CEO when operationally required, the Director will work with departmental and clinical leadership, and be responsible for reporting on human resource tasks, policies and procedures.

## Qualifications

### Required:

- Undergraduate degree in business with specialization in Human Resources.
- Minimum 10 years in the field of Human Resources encompassing a strong cross-section of experience in the various core functions.
- Minimum 5 years in a management role in the field of Human Resources.
- A combination of related education and experience may be considered.
- Demonstrated strong emotional intelligence, self-awareness, self-management, social awareness and relationship management
- Ability to proactively build and maintain collaborative partnerships and to work collaboratively with internal and external stakeholders
- Ability to provide strategic human resources advice and consultation.
- Ability to coach individuals and groups while facilitating continual performance improvements.
- Must have strong facilitation skills, excellent interpersonal, verbal and written communication skills
- Excellent interpersonal and problem-solving skills combined with an ability to effectively influence others.
- Demonstrated ability to organize, prioritize, analyze, problem-solve and apply knowledge and decision-making skills
- Demonstrates a commitment to self-development and lifelong learning.
- Must be self-directed and work independently.
- Satisfactory employment record.
- Must be legally able to work in Canada.

### Preferred:

- CPHR designation or working towards
- Experience in and knowledge of healthcare with a good understanding of public policy and of a regional system of human resources administration and delivery
- Experience in program planning, developing and managing services throughout a diverse portfolio
- Ability to speak French.

**Salary:** \$110,057.00 - \$125,776.00

**This position is subject to a Criminal Record Check, including Vulnerable Sector Search, an Adult Abuse Registry Check and a Child Abuse Registry Check. The successful candidate will be responsible for any service charges incurred.**

*CancerCare Manitoba is committed to developing inclusive, barrier-free recruitment processes and work environment. If you are contacted by CancerCare Manitoba regarding a job opportunity or testing, please advise if accommodation measures must be taken to enable you to apply and be assessed in a fair and equitable manner.*

Interested and qualified applicants with inquiries regarding the position may contact:

**Brent Mendella, Director, Human Resources**

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**E-mail:** [bmendella@cancercare.mb.ca](mailto:bmendella@cancercare.mb.ca)

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**Closing Date:** Applications are expected by 4:00, May 15, 2023; the competition will remain open until filled.