

THE RECC.CA

JOIN THE TEAM

RATH EASTLINK COMMUNITY CENTRE

DIRECTOR OF PEOPLE & CULTURE

Full Time Permanent - REPORTS TO GENERAL MANAGER

WAGE: Negotiable, based on experience

Benefits package | 2 weeks' vacation | Special Leave and Holiday Pay | Full RECC Facility Family Membership

The Director of People & Culture will work alongside the Senior Leadership Team to cultivate and drive a people-first strategy as we scale the organization and re-build operational capacity post pandemic.

As an integral member of the leadership team, reporting to the General Manager you will influence the vision and strategic direction while driving employee growth, development, and retention. Partnering with our leadership team, you will help the RECC grow and scale while maintaining a focus on community impact, innovation, and diversity, equity, and inclusion. You will also be integral to the development of programs that enable collaboration and supportive positive culture in a multifaceted-people first organization.

HOURS OF WORK

The RECC is a place of continuous operation. You will be required to work flexible hours in order to accommodate the needs of this role in the business, including week days, evenings and/or weekends.

DUTIES AND RESPONSIBILITIES (Included, but not limited to)

- ▶ Develop, implement, and lead people strategies and initiatives that drive and support organizational goals, objectives, and business results
- ▶ Operate as a member of the Senior Leadership Team in developing business strategies and contributing to operational and management decision
- ▶ Provide day-to-day direction, coaching, and mentoring to the management team, aligning with KPIs and enabling their success
- ▶ Develop people programs that drive a high-performance culture through talent management, performance management, recruitment programs, and leadership training
- ▶ Align with the RECC branding strategy, collaborating with the department Directors and to execute and build a pipeline of talent Direct the execution of diversity, culture, and employee satisfaction surveys; communicating results and implementing strategic change initiatives to drive a high-quality experience for all team members
- ▶ Participate in continuous improvement efforts across the organization
- ▶ Design, facilitate and/or identify training opportunities for customer facing employee development and create practices that ensure a positive experience for all staff and patrons
- ▶ Actively work with the leadership team to build knowledge, skills, and a passage of successors for key positions in the organization
- ▶ Evolve our in-house employee training and development program which includes assessment, new employee orientation and/or onboarding, management development, and training analysis
- ▶ Provide coaching, counseling, and conflict resolution support to the leadership team, managers, and employees

KNOWLEDGE, SKILLS & ABILITIES

- ▶ 5+ years experience growing and managing multiple functions within an HR & People organization
- ▶ Bachelor's degree in Human Resources, Business, or a related field
- ▶ Previous experience supporting or scaling a complex organization
- ▶ Ability to work in ambiguity and anticipate challenges and solutions before they arise
- ▶ Deep understanding of the concepts related to diversity, equity, and inclusion as well as the contexts and cultures within organizations that impact the implementation and management of effective change efforts
- ▶ Ability to consult, advise, communicate, and work collaboratively with a variety of stakeholders, including multiple levels of staff
- ▶ Demonstrated success in developing a high performing people first employment strategy, and executing on it
- ▶ An experienced mentor and executor in sourcing talent, cultural development, performance management, compensation planning and employee relations
- ▶ An empathetic leader who values respect, integrity, and collaboration, and with a strong commitment for action



Current Criminal Record and Child Abuse Registry Checks are mandatory conditions for RECC employment. They must be completed and submitted before any training will begin. Wage offered is based on previous experience and level of training and/or certifications.

COVER LETTER + RESUME SUBMISSION: DIRECT TO ▶ [M MOORE@THERECC.CA](mailto:MMOORE@THERECC.CA)

We welcome cover letters and resumes from all qualified applicants. However, only those selected for an interview will be contacted.