



**SENIOR HUMAN RESOURCES GENERALIST**  
**1 Permanent Full-Time Position**  
**(\$79,115 to \$91,586)**

Family and Children's Services of Guelph and Wellington County is committed to the decolonization of the child welfare system while remaining focused on the safety and wellbeing of children with their families and kin. This includes challenging and responding to the structural inequalities experienced by families. Fundamental to the work are the foundations of Equity, Anti-Oppression, Indigenous Justice, and Trauma in child welfare using the practice models of Signs of Safety and Family Finding.

**POSITION SUMMARY:**

The Senior Human Resources Generalist is responsible for supporting the alignment and implementation of Human Resources priorities in support of the Agency Strategic Plan and ultimately to support staff at this agency. This role guides and supports all staff through the employment lifecycle. This role project manages both short and long-term HR projects and is the primary resource to ensure legislative compliance with: ESA, OHSA, HR Ministry Directives, HR impacting Bills/Acts and AODA. They support policy review for HR, including Health and Safety and are primary backup to payroll, time and attendance, pension and remittance processing. This role ensures Equity, Diversity, Inclusion and Accessibility (EDIA) are incorporated into HR practices, policies and programs, supporting overall EDIA agency integration from an HR perspective. This role is the primary contact for community partners utilizing FCSGW for HR support.

**QUALIFICATIONS:**

- Post secondary Degree, Diploma or certificate in Human Resources.
- CHRP designation is required, actively working toward this designation would be acceptable.
- Minimum 5 years' experience in a Human Resources role.
- Must be a member of the HRPA or be able to register as a member in good standing.
- Demonstrated knowledge working with software systems including Microsoft, Human Resource Information Systems and remote meeting platforms. Experience working with payroll operating systems is an asset.
- Demonstrated ability to manage multiple priorities/projects, work independently and make decisions.
- Exceptional people skills.

If you don't see yourself fully represented in each requirement of the job, we still encourage you to apply. Research has shown individuals from underrepresented groups may only apply when they feel 100% qualified. We are committed to creating a more equitable, inclusive, and diverse organization and we strongly encourage all applicants with diverse identities and lived experiences to apply.

We are committed to creating an accessible environment for all. Please let us know if you have any accommodation needs.

We thank all applicants; however, only those considered for interviews will be contacted.

Qualified individuals are invited to send their resume by **September 27, 2024**, to:

Human Resources - Family & Children's Services of Guelph and Wellington County  
employment@fcsqw.org

*Posting Date: September 5, 2024*