

**Cornwall Community Hospital  
Hôpital communautaire de Cornwall**

**Full-Time Job Opportunity**

**Labour Relations Manager  
(Non-Union)**

The Labour Relations Manager provides expert HR advice to the organization by supporting and providing leadership for Labour Relations practices and concerns. He/she provides assistance and advice to management and staff with labour related issues. Conducts research to ensure the Cornwall Community Hospital is in compliance with labour matters and applies mitigating strategies for future concerns.

**QUALIFICATIONS:**

**Required:**

- Education (degree/diploma) and/or experience in Human Resources, Labour Relations
- CHRP designation
- 5 years relevant experience
- Experience in development and implementation of Human Resources programs and procedures
- Experience with contract negotiations in a unionized environment
- Demonstrated knowledge/skills in performance management, employee relations, job evaluation, research and data analysis
- Excellent communication skills (interpersonal, written, verbal and listening)
- Strong time management, planning and project management skills
- Excellent presentation, facilitation and training skills
- High degree of computer literacy, MS Office (Word, Excel, Outlook, MS Publisher & Internet)
- Familiar with HR and payroll software
- Preference given to candidates with a legal background such as work history as a Paralegal, or a law degree

To apply for this position, or if you have any questions about it, please submit your resume to:

Karen Heuer  
840 McConnell Avenue  
Cornwall, ON K6h 5S5  
Tel: 938-4240 ext. 4246  
Email: [karen.heuer@cornwallhospital.ca](mailto:karen.heuer@cornwallhospital.ca)

**We thank all candidates for applying; however only those candidates selected for an interview will be contacted**

