



## Employment Opportunity

### Manager of Human Resources

The Kitikmeot Inuit Association (KIA) has an immediate opening for a Manager of Human Resources within its head office located in Cambridge Bay, Nunavut.

The Manager of Human Resources provides senior leadership in the administration and delivery of Human Resource services and programs for the KIA. This is primarily centered around functions including recruitment and selection, compensation and benefits administration, training and development, health and safety, employee performance management and joint management and employee committees at KIA.

The Manager of Human Resources will contribute to the achievement of the KIA's vision in a variety of ways, including:

- Taking a leadership role in the staffing and recruitment process at KIA.
- Working with senior management to determine and administer employee compensation and benefits.
- Taking a leading role in facilitating training and development initiatives for KIA employees.
- Supporting other KIA departments in conducting performance management initiatives.
- Supporting senior management and other departments with actions concerning labour relations, and
- Supporting the organization by facilitating and administering health and safety processes at KIA.

The Manager of Human Resources should have a minimum five (5) years progressive experience in a Human Resources role, as well as a minimum three (3) years' experience in a leadership or management role. A college diploma in Human Resource or Business management, with a minimum program length of two (2) years is required, with additional education or certification in a related field considered an asset.

The starting salary for this position ranges from \$121,119 – 154,381. KIA has a comprehensive employee benefits package, including a \$25,233.00 Northern Allowance, as well as vacation travel assistance. Housing and relocation may be available for this position.

Priority will be given to Inuit beneficiaries who meet the qualifications for the job, as specified under Article 23 of the Nunavut Agreement.

**Applicants are encouraged to submit a cover letter and a resume, giving education, and work experience background information to:**

Fred Pedersen, Executive Director  
Kitikmeot Inuit Association  
Box 18  
Cambridge Bay, Nunavut X0B 0C0

E-mail: [fpedersen@kitia.ca](mailto:fpedersen@kitia.ca) or contact 867-983-2458 ext. 1002 for further information or to request a Job Description

***KIA will only contact those candidates considered for an interview. Job offer is contingent upon a satisfactory criminal record check.***

**Closing date: December 1, 2023**