



Where childhood thrives, war does not.

<b>Position Title</b>	<b>Senior Manager, Human Resources</b>
<b>Start Date</b>	Immediate
<b>Location</b>	The organization is based in Toronto, Canada with work from home arrangements. The successful candidate will need to come into the office as needed for in-office related tasks.
<b>Reports to</b>	Vice President Finance and Operations
<b>Background</b>	<p>War Child Canada is a registered Canadian charity based in Toronto that works to accelerate peace and disrupt the cycle of violence by investing in and empowering local communities to build brighter futures through comprehensive, evidence-informed programs that foster resilience, self-reliance, and self-determination.</p> <p>War Child is globally recognized for our grassroots, community-driven model of humanitarian action that's rooted in collaboration and entirely locally led. We have developed a solid track record of long-term, sustainable impact supporting children and families living in areas dominated by conflict.</p> <p>War Child Canada works with some of the most vulnerable populations around the world and are leaders in developing and implementing programs specifically targeting and protecting children, women, and refugees living in the most complex humanitarian environments in Afghanistan, Democratic Republic of Congo, South Sudan, Sudan, Uganda and Yemen.</p>
<b>Position summary</b>	The Senior Manager, Human Resources reports to the Vice President, Finance & Operations. The Senior Manager, Human Resources is responsible for the overall strategic direction, management, and coordination of the global human resource function. The Senior Manager, Human Resources will provide leadership in the development and overall delivery and implementation of HR services, policies, programs and projects across the organization. This position will supervise the consistency, compliance, and quality of War Child Canada's human resources function that relate to organizational and staff development. This position will have a critical role in establishing the HR systems and standards that align to the organization's growth.
<b>Responsibilities</b>	<p><b>Job Responsibility #1: HR STRATEGY</b></p> <ul style="list-style-type: none"> <li>• Leads Human Resources activities and integrates HR initiatives in alignment with the organization's strategic directions and organizational priorities, aligning with recognized global standards.</li> <li>• Strengthen HR policies and procedures that comply with or exceed required standards, drive good practice, promote equity and diversity, strengthen our culture.</li> <li>• Identifies risk management issues related to HR and develops, implements and monitors the organization's HR risk management plan.</li> <li>• Support HR counterparts in Countries of Operation to ensure compliance with local requirements and provide guidance on implementing the HR strategy and systems locally.</li> </ul>



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	<p><b>Job Responsibility #2: HR SERVICES, SYSTEMS &amp; COMPLIANCE</b></p> <ul style="list-style-type: none"> <li>• Manages and administers all HR services and programs including recruitment, onboarding, talent management, compensation &amp; benefits, performance management, staff engagement, learning and development, diversity and inclusion, health &amp; safety and employee relations.</li> <li>• Promote team-building opportunities, professional development, retention, and talent management aligned with career goals.</li> <li>• Establish a consistent standard for the hiring and vetting of all staff, on-boarding, and performance appraisal, applied globally.</li> <li>• Improve staff engagement approaches throughout the organization.</li> <li>• Ensures all policies and practices in place that are compliant with statutory requirements both in Ontario and in Countries of Operations.</li> <li>• Monitor compliance against internal War Child Canada policies.</li> <li>• Lead the organization's Health &amp; Safety Program and participate in other organizational committees as needed.</li> </ul> <p><b>Job Responsibility #3: ORGANIZATIONAL DEVELOPMENT</b></p> <ul style="list-style-type: none"> <li>• Guides leaders through organizational development and change management initiatives.</li> <li>• Support HR counterparts in Countries of Operation to build capacity, systems, and common standards.</li> </ul>
<p><b>Qualifications</b></p>	<p><b>Education</b></p> <ul style="list-style-type: none"> <li>• Bachelor's Degree in human resources, Business Administration or equivalent</li> </ul> <p><b>Experience</b></p> <ul style="list-style-type: none"> <li>• Minimum 5 years' experience in a related position</li> <li>• Experience developing and/or transforming Human Resources functions to support growth and changing priorities of the organization</li> <li>• Proficiency with Microsoft Office 365 (including Word, Excel, Outlook, Teams, SharePoint etc)</li> <li>• Experience with organizations with international offices considered an asset</li> <li>• Highly developed interpersonal skills with the ability to interact and communicate effectively at all levels of an organization and with different cultures</li> <li>• Team orientated with initiative, drive, analytical skills, and sense of responsibility</li> <li>• Organized, detail oriented</li> </ul>
<p><b>Compensation</b></p>	<ul style="list-style-type: none"> <li>• \$80,000-\$90,000 CAD per year</li> <li>• Employee group benefits (health, dental, disability)</li> <li>• RRSP matching after one (1) year</li> </ul>



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<b>Application process</b>	<p><b>ALL INTERESTED APPLICANTS ARE INVITED TO SEND A CURRICULUM VITAE AND AN ACCOMPANYING COVER LETTER ELECTRONICALLY TO:</b> <a href="mailto:jobs@warchild.ca">jobs@warchild.ca</a></p> <p>Please ensure your application email has the subject heading of 'Senior Manager, Human Resources – [insert your name]'</p> <p>Only those applicants selected for an interview will be notified. We regret we cannot entertain phone calls. War Child Canada is an equal opportunity employer.</p> <p>War Child Canada is committed to providing a work environment in which all individuals are treated with respect and dignity. Final candidates will be vetted in accordance with War Child Canada's Child Safeguarding Policy and Prevention of Sexual Abuse and Exploitation Policy, including appropriate reference and security checks.</p> <p>War Child Canada is committed to providing an accessible workplace. For individuals with disabilities, accommodation is available upon request. Should you require accommodation at any stage of the selection process, please tell us, and we will work to accommodate your needs.</p> <p>Candidates should be legally entitled to work in Canada. War Child Canada will not provide relocation support.</p> <p>For more information about War Child Canada, please visit <a href="http://Warchild.ca">Warchild.ca</a></p>
<b>Deadline</b>	Deadline for applications October 5, 2023