



Weeneebayko Area Health Authority
19 Hospital Drive
P.O. Box 664
Moose Factory, ON
P0L 1W0
Canada

T: 705-658-4544
W: www.waha.ca

EMPLOYMENT OPPORTUNITY: 2nd Posting

Title: People Partner
Division: People Experience
Affiliation: Non-unionized
Location: Moose Factory, ON
Reports to: Manager of People Services
Status: Permanent Full-Time

The **Weeneebayko Area Health Authority (WAHA)** is seeking an experienced professional to fill the key role of **People Partner**. Reporting to the Manager of People Services, you will provide support to leaders within your assigned client group on matter pertaining to employee and labour relations, compensation and benefits, disability management, occupational health and safety, and employee learning and performance, all while ensuring a positive client experience.

Who We Are

WAHA is the leading health care provider on the western James Bay coast. WAHA comprises of hospitals in Moose Factory, Fort Albany, and Attawapiskat, with a Health Centre in Moosonee. WAHA also provides regional outpatient programs, as well as Paramedicine services in Moose Factory, Moosonee, Fort Albany, Kashechewan, Attawapiskat, and Constance Lake. The span of services, complexity of care needs in the region, and the depth of health integration has made WAHA a leader and a model of health care services in Northern Ontario. WAHA consists of 450 employees, a Physician team, many students, as well as community stakeholders. It is affiliated with Queens University and offers many educational opportunities for current and prospective team members.

Who You Are

- Collaborative team player, contributing to team success
- Possesses a strong attention to detail and tact
- Organized with strong time management skills
- Dedicated professional who adheres to deadlines
- Experience working in a healthcare setting or a unionized environment is considered an asset

What You'll Do

- In partnership with leaders in an assigned portfolio, provide consultation and support to all matters related to HR service delivery
- Be the key contact for employees within your assigned client group for all matters related to human resources
- Develop policies and procedures, while maintaining best practice in Human Resources
- Provide expertise on organizational policies, processes, employment legislation, and collective agreements to your assigned portfolio
- Facilitate employee and labour relations for leaders, conduct and lead workplace investigations, and be a connection point for employees requiring advisement and support
- Administer benefits, performance management programs, retirement procedures and compensation.
- Maintain accurate records and compile statistical reports relating to personnel data, e.g. hires, transfers, absenteeism rates, and performance appraisals.

What You Bring

- Diploma in Human Resources, Business Administration, or a related field is required
- Degree in Human Resources, Industrial Relations, Commerce, Business Administration, or a related field is strongly preferred
- Three to five years of experience in a Human Resources position providing services and consultation
- CHRP/L designation in good standing with the Human Resources Professional Association or a willingness to obtain is required
- Experience working in a unionized setting
- Experience and knowledge of the provincial and federal health systems is considered an asset
- Ability to communicate in the local Cree language is considered an asset

What We Offer

- Northern Living and Vacation Travel Allowance

- Annual Retention Incentive
- Reimbursement of Professional Fees
- Opportunity to build a new program and strategy at an organization undergoing transformation

Join our Team

The successful candidate must provide a valid **Criminal Record Check** within a specified time frame.

Please apply in writing, providing three recent work references, quoting **Competition #2025-097** by no later than to:

**Talent Acquisition
Weeneebayko Area Health Authority
P.O. Box 664
Moose Factory, ON P0L 1W0**

- Resumes can be emailed to **jobs@waha.ca** or faxed to 705-658-4917
- Only those selected for an interview will be contacted
- This position will remain open till filled
- **Please be advised that in order to be eligible for employment at Weeneebayko Area Health Authority, all new hires must have received the full series of a COVID-19 vaccine or combination of COVID-19 vaccines approved by Health Canada**

Weeneebayko Area Health Authority is an inclusive employer. Accommodations are available in accordance with the Ontario Human Rights code and Accessibility of Ontarians with Disabilities Act, 2005.