



**Career Opportunity
Chief Administrative Office
HROD/Customer Services**

Manager, Total Rewards

Job Description:

The Municipality of Chatham-Kent has an opening for a Manager, Total Rewards, with the Human Resources & Organizational Development area of the HROD/Customer Services division.

About Human Resources & Organizational Development

Human Resources & Organizational Development is a service business partner to internal departments. Our professional and diverse team consists of dedicated personnel contributing to the achievement of organizational objectives through innovative, creative and leading edge strategies and facilitation of ongoing development of employees within our organization through HR Administration, compensation & benefits, labour relations, learning & organizational development, occupational safety, payroll, and recruitment.

Our Community:

Chatham-Kent is a large, open municipality comprised of unique rural and urban communities, full of history and culture, all of which share the benefits of being near water, feature affordable real estate, and are surrounded by some of the most fertile land in Canada. Chatham-Kent is populated with innovators, growers and skilled trades people who are eager to pursue new opportunities in business, agri-business, advanced manufacturing and industry. Chatham-Kent is cultivating growth shore to shore.

Overview of responsibilities: (please see the job profile under municipal jobs at www.chatham-kent.ca for full details)

The Manager of Total Rewards is responsible for the Total Rewards infrastructure, framework, and strategies to support the organization drive performance. The role leads ongoing development of creative, effective compensation, benefit and pension plans, HRIS portfolio, and job evaluations, and municipal payroll team, in order to be responsive to the company's goals and competitive practices.

Qualifications: (please see the job profile under municipal jobs at www.chatham-kent.ca for complete qualifications)

- Related diploma or degree (preferably in a Human Resources program), with four to six years related experience; or a combination of related education and experience
- Comprehensive knowledge of/experience working with benefit principles and plans for both union and non-union; compensation principles including pay equity legislation and internal equity; salary administration, including applicable provincial and federal legislation; job evaluation process
- Experience with the management and governance requirements of benefit programs; preferably in an Human Resource department
- Experience with developing, implementing, and managing Total Rewards Program
- Experience overseeing payroll, including knowledge of relevant payroll/employment-related legislation including the Employment Standards Act, Employment Insurance Act, and Income Tax Act

Remuneration

The compensation for this permanent full-time position is \$67,849 to \$76,720 (currently under review), plus health and dental benefits following the successful completion of a 90 day probationary period. Participation in the OMERS pension plan is mandatory. The Municipality offers a comprehensive benefit package, including long term disability and an extended health plan.

Please see the job profile for instructions on applying to this position, found in our job ad under municipal jobs at www.chatham-kent.ca. Applications must be received before 4:30 p.m., Wednesday, April 29, 2015.

The Municipality of Chatham-Kent is an equal opportunity employer, committed to fair and accessible employment practices that attract and retain talented employees. Should you require accommodations during the recruitment process, please contact Human Resources & Organizational Development (HROD) at 519-360-1998 or ckhr@chatham-kent.ca. Applicant information is collected under the authority of the Municipal Freedom of Information and Privacy legislation and will be used strictly for the purpose of candidate selection. We thank all candidates in advance; however, only those candidates selected for an interview will be contacted.