
Job description

Highline Mushrooms West Ltd., is seeking an exceptional Regional Human Resources Manager to oversee the HR responsibilities and provide direction and support to our associates and management team across our farms in BC and Alberta. It would be an excellent opportunity for highly motivated and skilled HR Leader to join our Highline Family.

Who we are

Highline is the largest mushroom grower in Canada and the world's largest grower of organic mushrooms. We employ a vibrant and diverse workforce across Canada at our multiple locations in Quebec, Ontario, Alberta and British Columbia. We are committed to continuous improvement and sustainable practices that reduce our impact on the environment, while producing a healthy food product.

Our Core Values

We do the right thing, always. We lead the way. We are fanatical about quality. We are transparent in our relationships. We always consider the human element. We embrace diversity and inclusion.

Position Summary

In this role, you will oversee the day-to-day human resources needs in the assigned region. You will actively promote good employee relations through communication, conflict resolution, training and promoting Highline philosophies and policies. You will work closely with the BC General Manager, Farm Managers and Corporate Human Resources to ensure consistency in delivery of Highline policies, procedures, and HR reporting metrics. You will be responsible for creating a positive employee experience that aligns with highline core values and all the tools they need to be successful and grow during their time with the company. You will act as a conduit for information sharing between management and associates; helps resolve concerns supports recruitment and retention goals and workplace safety and well-being.

Duties and Responsibilities

Your will be working on the following areas with our associates at Highline:

- Associate Relations
- Support safety & wellness Investigations
- Talent Acquisition & Attrition Management
- Time & Attendance & Payroll Communication
- Performance Management
- Training
- Report Management
- Code of Conduct

Traits & Characteristics:

- Strong business acumen
- Experience in employment, human rights, and health and safety legislation

- A true business partner and a transformational leader
- Effective Communicator
- Motivated, driven and open to new ideas; open to share your ideas.
- Champion of amazing culture
- An excellent and a confidential listener, empathetic and authentic in your leadership

Knowledge, Experience & Qualifications:

- Post-Secondary education in human resources or business administration is required
- Ten (10) years direct related human resources experience required
- Five (5) years managing others, preferably other HR professionals preferred
- Possesses a valid HR designation, or is able to obtain in short order
- Advanced training and skills in Microsoft Office, and HRIS systems is required
- Knowledgeable in applicable legislations, employment laws, human rights, and health and safety legislation
- Proven ability to demonstrate close attention to detail
- Excellent interpersonal communications skills and professional behaviours
- Demonstrable strong organizational skills and ability to prioritize with an aptitude to effectively handle competing deadlines
- Above average analytical skills, the ability to problem solve
- Capable of independent and self-guided work and accepts and adapts to change

What we offer:

- Competitive salary and comprehensive benefits
- Health Benefits & Employee Assistance Program
- Exceptional inclusive winning team culture
- Life Insurance and Dependent Life Insurance
- Disability Insurance, AD&D
- Opportunities for personal and professional growth
- Learning/Training opportunities

Other:

- Eligible to work in Canada.
- Fluent in written and verbal English, other languages are an asset.

Working Conditions:

- Weekend and/or evening and some holiday work will be required from time to time, along with a willingness to work a flexible schedule and to be on-call as needed.

- Adaptable to working in an office and farm environment intermittently and ability to travel between farm locations as required in the execution of all duties.

Highline encourages applications from all qualified candidates. When requested Highline will accommodate people with disabilities at all stages of the recruitment, assessment and hiring process.