



Director of Human Resources

The Organization

Founded in 1977 as a small charter and training operation, Air North, Yukon's Airline has grown to over 500 employees and provides connections within the north and to our southern destinations of Vancouver, Edmonton, Calgary, Ottawa, Toronto, Victoria, and Kelowna. Investments from the Vuntut Gwitchin First Nation and local "Yukoners" supported the expansion into jet service and these roots influence our business, culture and service that we are proud of today.

Air North has been serving Yukoners for over 40 years. In addition to competitive salaries, we offer an attractive benefits package including great travel perks for you and your family (with over 70 airlines worldwide!), employer paid health and dental benefits, group RRSP investment options, and profit sharing. We have an exceptional track record that includes "World's Most Loved Airline," "Best Leisure & Specialty Airline," and "Best Airline in Canada." These awards and the many others we've received are a testament to the amazing people we are proud to employ.

We are on a mission to uphold a sustainable business model that represents a win for the company, a win for our customers, a win for our employees, and a win for the Yukon. We are searching for a Director of Human Resources that can create and drive a people strategy to meet this objective at all levels of the organization.



The Role



This position reports to the Chief Financial Officer and leads the strategic direction for all human resources within the organization. The Director will provide leadership and development to a small HR team and guidance to relevant management. As a member of the senior leadership team, the Director will contribute at a strategic level by planning and implementing human resource plans to meet organizational goals.

The Director will hold a key advisor role and lend expertise across all human resource functions. This position will be instrumental in leading and transforming the organization to overcome challenges and meet objectives.

Strategic Management

- Serve as a senior leader and advisor on human resource management
- Clarify, implement and connect each team member to Air North's mission, vision and purpose
- Drive an engaged, united and productive workforce by utilizing HRM best-practices
- Mobilize departmental management and staff to pursue and achieve organizational goals
- Frequently review and report on opportunities and risks related to the strategic direction of the organization and progress towards achieving objectives



Workforce Planning & Employment

- Enhance and promote the organization's employee value proposition
- Optimize recruitment, selection, orientation, onboarding, succession planning and exit processes and policies
- Implement innovative strategies to recruit and retain staff in challenging labour markets

Employee Development

- Implement learning, training and development strategies and opportunities to engage, develop and retain employees
- Ensure the organization's workforce is equipped to meet operational requirements



Total Rewards

- Monitor the total rewards the organization offers to ensure they are optimized for industry and labour market standards, making changes as needed to remain competitive
- Ensure total rewards are in support of and in line with Pay Equity obligations





Policy, Procedures & Administration

- Ensure comprehensive policies and practices are present and that they are equitable, legal and applied consistently
- Oversee the creation of a new team handbook

Labour & Employee Relations

- Serve as a link between management and employees and foster a positive and fair working environment
- Support relevant stakeholders in utilizing sound employee and labour relations best practices
- Represent the organization in legal and/or union matters

Compliance & Legal

- Oversee compliance with the Canadian Labour Code and all other applicable laws, regulations and best-practices
- Develop an HR team that has strong understandings of HR-related legal matters, such as relevant legal tests and defensible selection processes

Qualifications

- Minimum 8 years' experience in HR combined with a minimum 4 years' in an HR management role and demonstrated senior HR administration, leadership and management skills
- Degree in Business, Human Resources Management and/or equivalent (Master's an asset)
- CPHR certification an asset
- In-depth understanding and interpretation of the CLC and other applicable Federal legislation
- Knowledge and ability to apply sound change management principles
- Aviation experience or familiarity with Transport Canada requirements an asset
- Active affiliation with relevant HR networks and organizations and ongoing community involvement
- Must be a Canadian citizen, Permanent Resident or show proof of right to work in Canada

Additional Information

This position is available as a remote opportunity in Vancouver, Victoria, Kelowna, Calgary or Edmonton. The position will require frequent travel to our various bases, primarily Whitehorse, YT.

Upon request, this position may be offered as a term opportunity with a minimum commitment of two years.

Relocation assistance is available should the successful candidate wish to call Whitehorse, Yukon home.





Whitehorse, Yukon

Established as the Yukon's capital city in 1953, the City of Whitehorse is home to some of the most spectacular scenery, talented artists and innovative businesses in Canada. Situated along the Yukon River on the traditional territory of the Kwanlin Dün First Nation and the Ta'an Kwäch'än Council, over 33,000 call Whitehorse home.

Access to nature remains a top value for residents who can enjoy recreation activities year-round, a vibrant art scene and a multitude of cultures as people from all over the world have decided to settle north of 60. The Yukon is a vibrant territory known for stunning beauty, endless outdoor pursuits, wildlife, First Nations culture and arts, and northern lights as well as Canadian gold-rush history.

- There is a reason why the Yukon has seen a steady growth in population; it's because it truly is a wonderful place to live, work and play.

How to apply

To apply, please submit a Cover Letter and Resume to careers@flyairnorth.com.

For more details, please contact

Brooke Nielsen

Compliance & Project Manager

150 Condor Road
Whitehorse, Yukon

Telephone: (867).336.4211
nielsenb@flyairnorth.com

